

APPLICATION FOR CITY OF Lake Elsinore

Organization Web Address: <https://www.hhocare.org>

Does your Organization expend \$750,000 or more a year in federal funds? Y ☐ or N ☒

Number of paid staff: 0

Number of volunteers: 12

Members/Board of Directors *(Attach)*: 3 (see attachment)

III. PROJECT ACTIVITY

A. Name of Project: Sustainable City Sprout: Ma's Community Garden Pilot

B. Specific Location of Project

(Attach Project Map - Include street address; if a street address has not been assigned provide APN)

Street or APN: Ma's Community Garden Pilot will be situated in a commercial district.

City: Lake Elsinore

Zip Code: 92530

C. CDBG Funds Requested: \$4,998.69 *(total amount for the project only)*

D. Where will the proposed activity occur (be specific as to the geographic boundaries)? If the project involves a new or existing facility, what is the proposed service/benefit area for the facility?

Ma's Community Garden Pilot's location will be determined in collaboration with the community and local businesses, with the aim of benefiting both housed and unhoused Lake Elsinore residents. This initiative aims to enhance the city's vibrancy, sustainability, and self-sufficiency. Geographic boundaries will be established based on community needs, planning approvals, and accessibility considerations, prioritizing areas with limited green space access, ample sunlight, and easy accessibility for those without vehicles.

E. In which City (ies)/Communities does the activity occur?

City (ies): Lake Elsinore

Community (ies): Targeting the Lake Elsinore community, this pilot project has a specific emphasis on benefiting impoverished families and addressing the needs of the 110 neighbors experiencing homelessness and hunger. The project aligns with our goals of imparting essential skills for self-preservation and cultivating socio-emotional well-being through gardening.

NOTE: HWS will make the final determination of the appropriate service area of all proposals.

F. If this project benefits residents of more than one community or jurisdiction, have requests been submitted to those other entitlement jurisdictions? (i.e., County district(s) 1st, 2nd, 3rd, 4th, and/or 5th, City of Palm Springs, City of Moreno Valley, City of Riverside, etc.)

N/A

G. Check ONLY the applicable category your application represents.

- ☒ Public Service
- ☒ Homeless Activities
- ☐ Real Property Acquisition (Must consult with EDA prior to submitting application)
- ☐ Housing
- ☐ Rehabilitation/Preservation (please provide picture of structure)
- ☐ Public Facilities (construction)
- ☒ Infrastructure (i.e. Streets, Sewer, Sidewalk, etc.)
- ☒ Other: (provide description) Beautification & Storm Water Retention

H. Respond to A & B only if this application is for a public service project.

(a) Is this a NEW service provided by your agency? Yes ☒ No ☐

(b) If service is not new, will the existing public service activity level be substantially increased or improved?

IV. PROJECT NARRATIVE

A. Provide a detailed Project Description. The description should only address or discuss the specific activities, services, or project that is to be assisted with CDBG funds. If CDBG funds will assist the entire program or activity, then provide a description of the entire program or activity:

Ma's Garden is a pilot project focused on community building via a "farm to fork" model. Members of the community prepare the land, plant the seeds/seedlings and share/donate the harvested produce. From start to finish, programs are embedded in the process to include the under-served communities of impoverished and troubled youth and their families, as well as the homeless and unemployed. Members will learn how to grow food to provide for themselves, as well as valuable social skills, coping skills, and cooperative work skills.

Community, Connection, and Responsibility:

Our garden thrives on community engagement and personal responsibility. Raised bed plot owners maintain their own spaces. We empower them to keep their plots neat and organized with helpful workshops throughout the year, fostering a sense of ownership, pride, and community.

We believe in accountability, too. Fines will be imposed for neglect or repeated offenses, ensuring the area remains pristine and orderly. To further safeguard our garden, we will install cameras to monitor access, preventing vandalism and theft and fostering a secure environment for all.

Led by Passion:

Our dedicated Garden Coordinators, including myself and Jina Tanahill, will personally assist new plot renters, offer guidance to budding gardeners, and nurture a sense of community. Even during the week, after our workday ends, I will manage the HHOCare portion of the garden. We are driven by passion, guided by compassion, and committed to making Ma's Community Garden an enduring source of inspiration and transformation.

Join us in sowing the seeds of change, growing a sense of belonging, and harvesting a brighter future for all. Ma's Community Garden is more than a project; it's a movement, a testament to the power of unity, and a beacon of hope. Together, we can make a difference!

- B. Provide a detailed description of the proposed use of the CDBG funds only (e.g. client scholarships, purchase of specific equipment, rent, supplies, utilities, salaries, etc.):

We will use the \$4,998.69 in CDBG funds in the following ways:

- Raised Beds: 4x6, 4x8, and 4x12 (2 of each type) = \$3,634.14
- Hand Trowel, Transplant Trowel and Cultivator Hand Rake x 3 = \$54.30
- Soil Amendment (40 lb.) x 2: \$80 each x 2 = \$174.00
- Seeds x 2: \$30 each x 2 = \$66.00
- Hoses x 3: 100 ft. Yard Hose x 3 = \$105.75
- Gardening gloves x 10: \$23 after tax (10-pack) = \$23.00
- Pruning Shears x 3: \$18.50 after tax (3-pack) = \$18.50
- 1 Wireless Security Camera: \$250.00
- Executive Director / Garden Program Manager compensation = \$500.00
- Ma's Garden Signage/Banner (in English and Spanish) = \$150.00
- Water for volunteers (4 packs of 40 bottles) = \$23.00

- C. What are the goals and objectives of the project, service, or activity? How will you measure and evaluate the success of the project to meet these goals and objectives (measures should be qualitative)?

Goals:

Community Empowerment:

Goal: Empower marginalized communities in Lake Elsinore through the establishment of Ma's Community Garden Pilot, fostering self-sufficiency, skills-building, and health.

Evaluation: Gather personal narratives showcasing increased confidence, skill acquisition, and positive contributions to society.

Equity and Inclusivity:

Goal: Promote social equity by providing equal access to resources and opportunities within the community garden, breaking down barriers related to gender, race, socioeconomic status, and disability.

Evaluation: Document participant testimonials highlighting the impact of inclusivity on their sense of belonging and empowerment.

Food Security:

Goal: Enhance food security by creating a sustainable source of fresh and nutritious produce for participants through active cultivation in the community garden as well as produce donations.

Evaluation: Assess the impact on participants' nutritional well-being, gathering qualitative feedback on improvements in diet and overall health.

Community Building:

Goal: Establish a sense of community and belonging among participants, creating a supportive environment that transcends the garden plots and positively impacts overall well-being.

Evaluation: Evaluate participant feedback on feelings of community, social connectedness, and the perceived impact of the project on their overall well-being. Measure workshop & Steering Committee participation.

Objectives:

Increase Community Health:

Cultivate and provide a sustainable source of produce.

Offer physical activity (gardening), stress relief, and a connection to nature.

Measure success through improved food security and reported levels of well-being for individuals and families.

Beautification & Storm-Water Retention:

Enhance the neighborhood's aesthetics and safety.

Provide stormwater retention and purification via raised bed gardens, to save costs for Lake Elsinore.

Measure success through community feedback on the neighborhood's visual appeal and improved stormwater management.

Enhance Self-Sufficiency:

Empower participants to gain skills, confidence, and achieve food independence.

Measure success by the number of individuals cultivating and maintaining their own plots or gardens.

- D. Please identify the project milestones using an Estimated Timeline for Project Implementation:

Month 1-2: Project Initiation

Activities:

Conduct initial community engagement and outreach (local homeless population, CBO's, small businesses, block associations, gardening societies, and homeowners' and tenants' associations).

Create a Ma's Garden Steering Committee with local enthusiastic leaders (meeting to be held every other month).

Create a shortlist of potential commercial lots that would be suitable for a community garden based on size, sunlight exposure, being on a local nonprofit/service agency or small business property, accessible location for homeless population and/or near public transportation, and water access (hose hookup).

Milestones:

Community interest and support established.

Establish a list of 30-40 good lots for building the community garden.

Month 3-4: Cultivating Partnerships

Activities:

Contact nonprofit and/or business owners with suitable land (e.g. parking lots or yards) and ask them for partnership. Once an official agreement is established, craft an Official Agreement document.

Communicate with the City of Lake Elsinore about our Plans and obtain additional permissions as needed.

Marketing and Outreach to local community members about community garden plots.

Ma's Garden Steering Committee meeting

Milestones:

Official Agreement / Lease from Property Owner to rent a small piece of land for the initial pilot garden (templates derived from the ACGA).

Input gathered from Ma's Garden Steering Committee meeting

Compile a list of contacts, emails, and phone numbers, of Lake Elsinore residents interested in participating in the community garden.

Month 5-6: Garden Infrastructure Setup

Activities:

Procure and set up essential gardening raised beds, security camera, and supplies as outlined in the budget.

After installation and soil filling, have some of the raised bed soil from the lot tested for possible pollutants like heavy metals

Ma's Garden Steering Committee meeting

V. PROJECT BENEFIT

- A. Indicate the number of people or households that will directly benefit from your proposal using CDBG funds: *Note: This is based on the expected number of clients to be served if the County funds your project for the requested amount.*

Featuring six raised beds generously sponsored by local community groups, families, businesses, and houseless individuals, we anticipate engaging at least 50 active community garden cultivators and workshop participants. Additionally, we estimate the involvement of approximately eight individuals in our Community Steering Committee.

The project encompasses a total of 208 square feet of community garden space, comprising two 4x6 red raised beds (48 sq ft each), two 4x8 raised beds (64 sq ft each), and two 4x12 raised beds (96 sq ft each). Each bed is sponsored by a local entity, secured through annual contracts, and managed with oversight, training, and workshops facilitated by HHOC.

In the first year, sponsorships will be at \$2 per square foot, with 25% of garden plots set aside for houseless individuals at no cost. All sponsorship and donation funds are tax-deductible. Further, 50% of produce generated by sponsors will be donated to the homeless through Honores Home of Care, 501c3, with meticulous documentation tracking the distribution to low-to-moderate income individuals and families.

- B. Indicate the number of unduplicated clients that will be served (*An unduplicated client is counted only once, no matter how many direct services the client receives during a funding year*):

We anticipate approximately 75 unduplicated participants annually. This includes our estimated 50 regular community garden cultivators and workshop attendees, along with approximately 25 friends and family of plot owners who may attend workshops or sporadically join to tend the garden.

This is not to mention the overall community beautification and storm water retention benefits.

- C. Length of proposed CDBG-funded activities or service (weeks, months, year):

Ma's Community Garden pilot will be active at least 360 days a year. This Community Garden will ideally run for 3-5 years, until a more robust iteration of the community garden can be actualized (e.g., land acquired, funds raised, etc.).

- D. Service will be provided to (check one or more):

☒ Men

☒ Women

☒ Children (Range of children's ages : 9-17)

☒ Homeless (Number of beds at facility : N/A)

☒ Seniors

☒ Severely Disabled Adults

☐ Migrant Farm Workers

☒ Families

E. What methods will be used for community involvement to assure that all who might benefit from the project are provided an opportunity to participate?

Community Meetings and Workshops:

Host regular Steering Committee meetings and community workshops to share project updates, gather feedback, and address concerns. Provide opportunities for open discussions.

Door-to-Door Outreach:

Conduct door-to-door outreach to directly engage with residents and businesses. This personal approach allows for one-on-one conversations and ensures that information reaches a broad audience.

Online Platforms:

Utilize our website and social media platforms to share information, updates, and announcements.

Collaboration with Local Organizations:

Partner with local community organizations, schools, and businesses to extend outreach efforts. These organizations can help spread the word and facilitate communication.

Multilingual Communications:

Provide materials in both English and Spanish to ensure inclusivity and accessibility (The Executive Director is bilingual as well, ensuring our efforts reach both english and spanish speaking populations).

Storytelling and Testimonials:

Share success stories, testimonials, and case studies that highlight the positive impact of the project. Personal narratives can resonate well with the community.

F. What evidence is there of a long-term commitment to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

Established Track Record (Since 2018):

HHOC has been committed to underserved and houseless individuals in Lake Elsinore since 2018. Our established track record suggests a history of sustained effort and commitment to community service.

Proactive Fundraising Efforts:

We are committed to proactively soliciting donations and sponsorships throughout the year reflecting a strategic fundraising approach. This approach indicates a commitment to securing diverse funding sources to support the project's ongoing needs.

Community Engagement and Steering Committee:

The formation of a Steering Committee composed of passionate individuals is a key element in ensuring long-term commitment. Steering Committee members are likely to be invested in the project's success and may contribute their time and efforts for several years, providing continuity and expertise. Additionally, community engagement and feedback is incorporated throughout the year, to ensure that we can course correct and improve, better serving the community through Ma's Garden.

Incorporation of Sponsorship Model:

The adoption of a tax-exempt sponsorship model, where individuals or entities can sponsor plots or the garden in general, not only provides financial support but also fosters community ownership. This model will lead to continued community involvement and support, and financial sustainability beyond the grant funding period.

VI. **National Objective**

All CDBG-funded activities must meet at least one of the following National Objectives of the CDBG program. Indicate the category of National Objective to be met by your activity.

CATEGORY A: Benefit to low-moderate income persons (must be documented). Please choose either subcategory 1 or 2:

1. **Limited Clientele:**

The project serves clientele that will provide documentation of their family size, income, and ethnicity. Identify the procedure you currently have in place to document that at least 51% of the clientele you serve are low-moderate income persons.

In order to ensure that at least 51% of the clientele we serve are low-to-moderate income persons, we will employ the following strategies:

Intake = As part of the Community Garden application, individuals and sponsors will be required to answer demographic questions such as: income bracket[s] of the top 3 users (if a group) with supporting documentation like recent pay stubs, tax returns, or other official documents that verify income, race/ethnicity, age, etc. Additionally, they will sign Agreements promising to tend to the garden, otherwise fees will result.

25% of the garden's plots will be reserved for house-less or Very Low Income individuals free of charge.

50% of all produce generated by sponsors, will be directly donated to the homeless, as distributed by Honores Home of Care, 501c3. Documentation will be collected to show that the produce is reaching individuals and/or families with low or no incomes.

We will conduct targeted outreach and educational efforts to inform potential low-income participants about Garden and documentation requirements. This involves community workshops, informational sessions, and partnerships with local organizations.

Considering Lake Elsinore's sizable Latinx population, we will provide bilingual messaging and communications, to ensure that language barriers do not hinder participants from understanding and completing the documentation process.

2. Clientele presumed to be principally low- and moderate-income persons:

The following groups are presumed by HUD to meet this criterion. You will be required to submit a certification from the client (s) that they fall into one of the following presumed categories.

The activity will benefit (check one or more)

- | | |
|--------------------------------------------------------------|------------------------------------------------------|
| <input type="checkbox"/> Abused children | <input checked="" type="checkbox"/> Homeless persons |
| <input type="checkbox"/> Battered spouses | <input type="checkbox"/> Illiterate adults |
| <input checked="" type="checkbox"/> Elderly persons | <input type="checkbox"/> Persons living with AIDS |
| <input checked="" type="checkbox"/> Severely disabled adults | <input type="checkbox"/> Migrant Farm workers |

a. Describe the clientele above to be served by this activity:

Ma's Garden aims to serve a diverse clientele, welcoming all Lake Elsinore residents while placing a special focus on those in need. The targeted outreach is designed to reach individuals and demographics facing economic challenges.

In Lake Elsinore, 13.7% of the population, approximately 8.78k out of 63.9k people, fall below the poverty line, exceeding the national average of 12.8%. The primary demographic affected by poverty includes Females aged 25-34, followed by Females aged 18-24, and Males aged 6-11. The most prevalent racial or ethnic group experiencing poverty in Lake Elsinore is Hispanic, followed by White and Other. Honores Home of Care is committed and competitively positioned to address the needs of this diverse, local group, fostering community engagement, and promoting self-sufficiency.

b. Discuss how this project directly benefits low- and moderate- income residents:

Intake Process:

As part of the Community Garden application process, individuals and sponsors will be required to answer demographic questions, including income bracket information for the top 3 users if it's a group. Supporting documentation such as recent pay stubs, tax returns, or other official documents will be collected to verify income.

This ensures that individuals actively participating in the garden, either as gardeners or sponsors, are from low-to-moderate income backgrounds.

Reserving Plots for House-less or Very Low Income Individuals:

Allocating 25% of the garden's plots for house-less or very low-income individuals, who can use and tend the plots free of charge, directly benefits this demographic. This approach promotes inclusivity and provides an opportunity for those facing housing challenges to engage in the project.

Donation of Produce to the Homeless:

Fifty percent of all produce generated by sponsors will be directly donated to the homeless through the 501c3 organization, Honores Home of Care. This ensures that the project contributes to meeting the needs of individuals and families with low or no incomes and those experiencing homelessness.

CATEGORY B: Area Benefit - The project or facility serves, or is available to, ALL persons located within an area where at least 51% of the residents are low/moderate-income. (Applicant is welcome to contact a County of Riverside, HWS CDBG Program Manager for Census Information)

2010 Census Tract and Block Group numbers:

Total population in Census Tract(s) / block group(s): _____

Total percentage of low-moderate population in Census Tract(s) / block group(s): _____

CATEGORY C: Activities undertaken to create or retain permanent jobs, at least 51% of which will be made available to or held by low/moderate-income persons.

Proposed Job Creation/Retention

Total Jobs Expected to Create: _____

Total Jobs Expected to Retain: _____

CATEGORY D: Activities that provide assistance to micro-enterprise owners/developers who are low/moderate-income.

Proposed Assistance to Businesses

New Businesses expected to assist: _____

Existing Businesses expected to assist: _____

Enter Total Businesses expected to assist: _____

VII. FINANCIAL INFORMATION

A. Proposed Project Budget

Complete the following annual program budget to begin July 1, 2024. If your proposed CDBG-funded activity will start on a date other than July 1, 2024, please indicate starting date. Provide total Budget information and distribution of CDBG funds in the proposed budget.

The budgeted items are for the specific activity for which you are requesting CDBG funding - NOT for the budget of the "entire" organization or agency. (Note: CDBG funds requested must match amount requested in Project Activity, C above.)

(EXAMPLE: The Valley Senior Center is requesting funding for a new Senior Nutritional Program. The total cost of the program is \$15,000 and \$10,000 in CDBG funds is being requested for operating expenses associated with the proposed activity. The total Activity/Project Budget will include \$5,000 of other non-CDBG funding and \$10,000 in CDBG funds for a Grand Total of \$15,000).

	TOTAL ACTIVITY/ PROJECT BUDGET <u>(Include non-CDBG Funds and CDBG Funds)</u>	CDBG FUNDS REQUESTED-Only
I. Personnel		
A. Salaries & Wages	\$ 0.00	\$ 0.00
B. Fringe Benefits	\$ 0.00	\$ 0.00
C. Consultants & Contract Services	\$ 500.00	\$ 500.00
PERSONNEL SUB-TOTAL	\$ 500.00	\$ 500.00

II. Non-Personnel

A. Space Costs	\$ 0.00	\$ 0.00
B. Rental, Lease or Purchase of Equipment	\$ 4,475.69	\$ 4,475.69
C. Consumable Supplies	\$ 23.00	\$ 23.00
D. Travel	\$ 0.00	\$ 0.00
E. Telephone	\$ 0.00	\$ 0.00
F. Utilities	\$ 0.00	\$ 0.00
G. Other Costs	\$ 0.00	\$ 0.00
NON-PERSONNEL SUB-TOTAL:	\$ 4,498.69	\$ 4,498.69

III. Other

A. Architectural/Engineering Design	\$ 0.00	\$ 0.00
B. Acquisition of Real Property	\$ 0.00	\$ 0.00
C. Construction/Rehabilitation	\$ 0.00	\$ 0.00
D. Indirect Costs	\$ 0.00	\$ 0.00
E. Other	\$ 0.00	\$ 0.00
OTHER SUB-TOTAL:	\$ 0.00	\$ 0.00
GRAND TOTAL:	\$ 4,998.69	\$ 4,998.69

B. Leveraging

List other funding sources and amounts (commitments or applications) which will assist in the implementation of this activity. Current and pending evidence of leveraging commitments/applications must be submitted with application. (Attach)

Federal: \$0.00

State/Local: \$0.00

Private: \$300.00 (Smart & Final)

Fees: \$312 annually for 75% of Community Garden Beds at \$2/square foot, sponsored

Donations: \$1,500.00 (projected - through Give Butter and for Garden Sponsorship)

Other: \$0.00

- C. What type of long-term financial commitment is there to the proposal? Describe how you plan to continue the work (project) after the CDBG funds are expended?

Diversification of Funding Sources: The project's financial sustainability relies on diversifying funding sources. The combination of private sponsorship, fees, grants, and donations ensures that the project is not solely dependent on a single funding stream over the long-run.

Community Engagement for Support: The project's success will depend on continued community engagement and support. Efforts to involve the community through workshops, events, and outreach will help maintain interest and support for ongoing fundraising.

Monitoring and Adjusting Financial Strategies: Regular monitoring of the financial strategies, assessing the effectiveness of different funding sources, and adjusting the approach as needed will be critical for long-term success. We will continue to explore additional funding opportunities, grants, or partnerships that align with the goals of the community garden.

- D. Provide a summary by line item of your organization's previous year's income and expense statement. (Attach)

For annual accounting period (beginning 01/01/22 - ending 12/31/22),

1. Assets = \$267.00 (Cash)
2. Revenue = \$3,556.00 (Cash contributions)
3. Expenses = \$3,349.00 (Other Expenses)
4. Net Revenue = \$207.00

- E. Does this project benefit residents of more than one community or jurisdiction, have requests been submitted to those other jurisdictions? Yes ☐ No ☒

If yes, identify sources and indicate outcome.

N/A

If no, please explain.

The nature of this project - community gardening - is closely tied to the local context and demographics of Lake Elsinore. Addressing specific local challenges and needs is our primary goal. Additionally, the project's success is contingent on strong community engagement, and concentrating our efforts solely in Lake Elsinore allows for deeper connections and more effective outreach.

- F. Was this project or activity previously funded with CDBG? Yes ☐ No ☒

If yes, when?

Is this activity a continuation of a previously funded (CDBG) project? Yes ☐ No ☒

If yes, explain:

VIII. MANAGEMENT CAPACITY

- A. Describe your organization's experience in managing and operating project or activities funded with CDBG or other Federal funds.

Honores Home of Care does not have prior experience in managing or operating projects or activities funded with CDBG or other Federal funds. While we are new to this specific funding context, we come equipped with a wealth of administrative, organizational, and detail-oriented expertise, drawn from April Honore's background in Education. Furthermore, we are strategically partnered with Alex Aryaan of the Nonprofit Plug LLC, a seasoned professional in grants management with post-award proficiency. This positions us well to effectively implement and manage the proposed project.

We understand the importance of compliance with Federal regulations and are committed to building the necessary capacity to ensure the successful execution of the project. Our team is eager to learn and adapt to the requirements associated with CDBG funding, and we are confident that our dedication and passion for serving those in need will contribute to the overall success of the project.

We recognize the responsibility that comes with managing Federal funds and are committed to establishing strong financial and programmatic systems to meet the expectations outlined in the grant application. Our dedication to community engagement aligns with the objectives of the CDBG program, and we are excited about the opportunity to make a positive impact in the Lake Elsinore community.

While we may be new to CDBG funding, we are enthusiastic about the potential for collaboration, learning, and growth through this project! We look forward to bringing our unique strengths and fresh perspectives to make a meaningful impact on our community through this initiative.

B. Management Systems

Does your organization have written and adopted management systems (i.e., policies and procedures) including personnel, procurement, property management, record keeping, financial management, etc.?

While we are in the early stages of establishing personnel strategies (since we have been entirely volunteer-based up until this point), we are creating policies to guide correct hiring procedures, specifically in the case of appointing an Executive Director as a 1099 contractor for this grant award.

Our financial management benefits from the support and expertise of The Nonprofit Plug, ensuring that we remain annually compliant. Record-keeping is a meticulous practice within our organization, managed internally through comprehensive spreadsheets. This attention to detail extends to tracking costs, including those associated with providing food and meals for the homeless individuals we serve.

Given our entirely remote operations and direct service to community members, property management strategies are not currently in place. As we evolve, we will adapt our management systems to align with the dynamic needs of our growing organization. We are committed to continuous improvement, ensuring that our policies and procedures reflect best practices and contribute to the overall success of our initiatives.

C. Capacity

Please provide the names and qualifications of the person(s) that will be primarily responsible for the implementation and completion of the proposed project.

The names and qualifications of the individuals primarily responsible for the implementation and completion of the proposed project are as follows:

April Honore

- Role: Executive Director / Garden Program Manager
- Qualifications: April has been the ED for HHOC since 2018. She also brings a wealth of skills and connections from her roles as an educator/teacher.

Zuri Honore

- Role: President (oversees strategy and assists with marketing)
- Qualifications: Zuri founded HHOC in April 2018, when he was 9 years old. He is passionate and intelligent, and is a whiz at marketing!

Alex Aryaan

- Role: Assists with grants management, compliance, and reporting
- Qualifications: Alex has been working with HHOC for several months, and has been assisting nonprofits for years. In addition to her passion for helping nonprofit entrepreneurs, she also holds a Masters of Urban Planning and Policy from the University of Illinois; evidence that she is well equipped to navigate the complexities of a grant award like CDBG.

Jina Tanahill

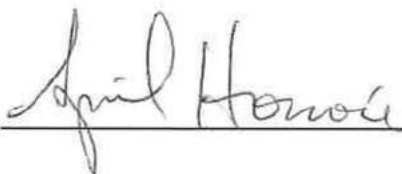
- Role: Garden Coordinator / Volunteer / Secretary & Treasurer, Board Member

IX. APPLICATION CERTIFICATION

Undersigned hereby certifies that (check box after reading each statement and digitally sign the document):

1. The information contained in the project application is complete and accurate. ✓
2. The applicant agrees to comply with all Federal and County policies and requirements imposed upon the project or activity funded by the CDBG program. ✓
3. The applicant acknowledges that the Federal assistance made available through the CDBG program funding will not be used to substantially reduce prior levels of local, (NON-CDBG) financial support for community development activities. ✓
4. The applicant fully understands that any facility built or equipment purchased with CDBG funds shall be maintained and/or operated for the approved use throughout its economic life, pursuant to CDBG regulation. ✓
5. If CDBG funds are approved, the applicant acknowledges that sufficient non-CDBG funds are available or will be available to complete the project as described within a reasonable timeframe. ✓
6. On behalf of the applying organization, I have obtained authorization to submit this application for CDBG funding. **(DOCUMENTATION ATTACHED Minute Action and/or written Board Approval signed by the Board President)** ✓

DATE: 10/03/23

Signature: 

Print Name/Title April Honore
Authorized Representative: _____

CHECK-LIST:

The following required documents listed below have been attached. Any missing documentation to the application will be cause for the application to be reviewed as INELIGIBLE.

Yes	No	ATTACHMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Members/Board of Directors
<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. Articles of Incorporation and Bylaws
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Project Activity Map
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Project Benefit, Category B, Low Mod Area Maps (Attach if applicable)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Leveraging (Current evidence of commitment)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Income and Expense Statement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Management Capacity (Detailed organizational chart)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	8. Board Written Authorization approving submission of application