



Keep Oakland Beautiful

2020 Small Grant Application

Please return this form to Keep Oakland Beautiful, PO Box 22015, Oakland, CA 94623
by **May 31, 2020**.

1. Proposed Grantee (please print clearly)

Contact's name: _____

Contact's address: _____

Phone number: _____ Email address: _____

Name and address for the grant check (if different than above):

2a. Property location (use nearest address)

2b. Property owner (name & contact info)

3. If project is on public land, are you currently a registered member of the Adopt A Spot program?

Yes No You must submit your Adopt-A-Spot approval notice or other proof of City of Oakland approval with this application and

*please be sure the **project name and location matches**.*

4. Project Name _____

5. Project Description

Please provide a description (250 word maximum) of what your project will accomplish. How does it address a community need? How will the community benefit from the project? Include how you will evaluate the effectiveness of the project. Include the estimated beginning and completion project dates. You must include 1 to 3 photographs of the location. Upon completion, you must submit a final report with pictures per KOB form, found [here](#) on the KOB website to receive the final grant payment.

6. Project Volunteers and Sustainability

Briefly describe (one paragraph) who will be working on this project. How long has the group existed? Are youth involved? If yes, list school or group. Attach names and contact information of key volunteers. List partnerships if any, involved in this project. Who will maintain the site after project is complete?

7. Amount Requested \$ _____ .00

8. Project Budget (Use the form below)

9. Signature

Contact Person's Signature

Date

2020 Small Grant Budget Form

Item Description	Unit Price	Project Costs	Amount provided by Other sources	Amount requested from KOB
Totals				