



2018 COMMUNITY FOR ALL GRANT PROGRAM APPLICATION FOR FUNDS

RECEIVED

SEP 17 2018

SECTION 1: ORGANIZATION INFORMATION

CITY MANAGER

Organization: Center for Employment Training - Immigration and Citizenship Program

Address: 701 Vine Street Office # 115 San Jose, CA 95110

Phone Number: (408) 534-5451

Website URL: www.cet-icp.org

E-mail: immigration@cet-icp.org

Project Lead Name: Monica Limas

Project Lead Title: Director

Project Lead E-mail: mlimas@cet-icp.org

Project Lead Phone: (408) 534-5206

Federal Tax ID (if your program is fiscally sponsored, enter the tax ID of your sponsoring organization): 94-1658311

If your program is fiscally sponsored, please enter the name of the sponsoring 501(c)(3):

Organization: Center for Employment Training

Address: 701 Vine Street San Jose, CA 95110

Contact Person's Name: Hermelinda Sapien

Title: CEO

Website URL: http://www.cetweb.edu

E-mail: hsapien@cetweb.edu

Phone Number: (408) 534.5230

Organizational Background

Year Founded: 1986

Mission: Provide high quality immigration & citizenship services as well as keep families together

Geographic Focus: Bay Area

Current number of Paid Full-Time (30+ hours/week) Staff Members: 10

Current number of Paid Part-Time (less than 30 hours) Staff Members: 0

SECTION 2: PROJECT/PROGRAM/EVENT DESCRIPTION

1. Name of project/program/event
Hate Crimes and Incidences Awareness/Immigration and Citizenship Services

2. Please provide a brief summary of the project/program/event to be funded by the grant.
To create materials & offer presentations & legal consultations that will help immigrants know what to do in the event of hate crimes and ways to get help including immigration relief. Presentations and/or legal consults would be offered monthly as needed.

3. What is the need or the issue that you are addressing with this grant?
We find that our immigrant community is fearful of any sort of interaction with local police and therefore may not report crimes that would affect them and the community at large. We would seek to improve their awareness of their rights and help available.

4. Who will be served by this grant?
 - a) Number of individuals total: 200
 - b) Number of Mountain View residents: 200
 - c) Particular community groups: MV Day Worker Center, Academia de Liderazgo C.

5. What other similar project/program/event exists to serve Mountain View residents? How is your proposed project/program/event unique from similar projects/programs/events?
There are none that we are aware of that would cover the exact type of information that we propose to cover but there are other organizations such as CLESPA that offer legal immigration services in the Mountain View area.

6. Will you collaborate with other organizations to deliver the project/program/event funded by this grant? If so, which organizations and how?
We would like to work with La Academia de Liderazgo Cívico en Español, the Mountain View Day Worker Center, the MVPD. We are already currently working with the Anti-Defamation League and local SJPD to develop our materials.

7. This grant will fund a(n):
 Existing project/program/event; established in _____ (year)
 New project/program/event

8. Date(s) and/or duration of project/program/event Calendar year 2018-2019

SECTION 3: PROJECT/PROGRAM/EVENT BUDGET

1. Amount of funds requested: \$ 10,000
Grants are limited to no more than \$10,000 per group/organization.
2. Please provide a copy of the budget of the specific project/program/event to which this grant will be applied.
3. Indicate what percentage of the project/program/event budget will be covered by this grant and other sources of funding, if any.
100% of this budge would be covered by this grant.
4. If this is an ongoing project/program/event, how will you sustain it for the long-term?
Once the materials are created, it becomes part of the outreach services that we offer. It is sustainable as long as there is demand.
5. Will you be charging any fees for this project/program/event? If yes, briefly describe.
No

SECTION 4: METRICS AND OUTCOMES

1. Briefly describe 2-3 metrics and/or outcomes that you will use to measure the success of this grant.
 - a. Outcome 1 Total number of attendees for presentations
 - b. Outcome 2 Total number of executed legal consultations
 - c. Outcome 3 _____

SECTION 5: ADDITIONAL INFORMATION TO SUBMIT

1. IRS Determination Letter
2. Organization's budget for current fiscal year
3. Audited or Reviewed Income Statement and Balance Sheet for the last completed fiscal year
4. IRS 990

FY 2018-2019

Agency Name: Center for Employment Training
Contract Period: Immigration & Citizenship Program
Project Name: January 1- December 31, 2019
 Community for All

A	B
Direct Costs	
Personnel Costs	Contract Amount
Salaries	\$ 5,533
Payroll Taxes - 10%	\$ 553
Employee Benefits - 16%	\$ 885
Subtotal Personnel Costs	\$ 6,971
Operating Expenses	
Printing Materials, Advertising	\$ 1,000
Food: Staff and Volunteers	\$ 500
Misc.	\$ 225
Subtotal Operating Expenses	\$ 1,725
Indirect Costs	
Administrative Overhead - 15%	\$ 1,303
Subtotal Indirect Costs	\$ 1,303
Grand Total	\$ 10,000