

## **Sample Action Plan: Multiple Actions**

Title: We Come Together

Date(s):

- Block Party- August 1, 2025
- Block Unit Meeting- Once a month of the last Saturday of each month

Location:

- Block Party- 3900 Block of Fair
- Block Unit Meeting- 3901 Fair Ave., YMCA Community Center

Description: Block unit meetings will be held every month for residents, neighbors, and businesses to come together to speak on community efforts and improvements. In the Block unit meeting there will be planning for the Block Party in August.

Block Unit: Linda Jones (block captain), Sarah Black, Sam Cook

Block Party Committee: Londa Cook, Larry Mack, Toni Lock

Partnerships: Urban League, Hot 104.1 Radio, Pete's Market, Newstead Neighborhood Association, Local Police Department,

Next Steps:

### **Meetings**

Linda Jones - Will schedule, prep, send out invites and have guest speakers for each block unit meeting. Make sure the yearly block unit dues are paid.

Sarah Black - Will get flyers printed and pasted out to residents. Get yard signs printed to give away at block unit meetings.

Sam Cook - Will open and close each meeting taking meeting notes and getting attendance.

### **Outreach**

Have yard signs available for residents to put in their yard to show support of the neighborhood for block safety. Collect residents name, phone number, email address, and address to have for the mailing system to share important information.

### **Block Party**

Londa Cook - Get the permit for blocking off the street for the block party. Will notice those who live on the block to move cars and of the street time of being blocked. Get supplies for the day.

Larry Mack - Get the DJ, petting zoo, bounce house and games for the block party.

Toni Lock - Over volunteers and set up and break down the event.

Linda Jones - Will get gift cards to raffle off every hour during the block party.

### Sample budget for SDAF Application - Multiple Actions

This sample shows a variety of possible expenses, specifically for more than one action. The estimated costs should be verified for your specific action. You can print and write your information as a draft before entering it into [Submittable](#) or upload a separate PDF to your application.

EXPENSE ITEM	DESCRIPTION	ESTIMATED COST
<b>SUPPLIES &amp; EQUIPMENT</b>		
Technology	3 months of Zoom subscription	100
Office supplies	paper, printer ink, stapler, paper clips	100
Games	bingo set, jump ropes, corn toss	150
Food supplies / Paper Good	food trays, napkins, popcorn bags, cups	150
<b>MARKETING, OUTREACH, AND COMMUNICATION MATERIALS</b>		
Advertisement	250 8.5x11" flyers	75
Marketing	50 yard signs with stands	300
Branding	1- banner	100
Mailing	EDDM Mailing Service for 3000 postcards	350
<b>FOOD &amp; BEVERAGE</b>		
Food (Block Party)	100 hot dogs, 75 burgers & buns	200
Snacks (Block Meetings)	2 boxes of mixed chips, 1 case of water	45
Drinks (Block Party)	3 cases of soda, 4 cases water	50
<b>EVENT SERVICES</b>		
Rentals (Block Party)	10 Tables, 75 Chairs, Popcorn & Snowcone	300
DJ	4hrs	300
porta-potty	4 hrs - 2 potties	200
Bouse House/ Large Games	4 hrs - 3 inflatables	650
Meeting Space - Block Unite	3 meetings, once per month	150
Security (Block Party)	5 hours, 2 people	400
Permit	application to block street	75
Power Supply	Generator rental	150
Professional Photography	4hrs Block Party	150
<b>MISCELLANEOUS</b>		
Volunteer incentives	3 gift cards	60
Member Fees	Block Unit Registration Fees Yearly	250
Total Estimated Cost:		4305
If your budget exceeds \$2,000, list how you will meet the additional need.		
<b>ADDITIONAL FUNDING SOURCES &amp; AMOUNTS</b>		
SOURCE	Amount	
Member donations	300	
Fundraiser	1600	
Neighbor contributions	500	
	Total:	2400
	Balance to request from SDAF:	1905
Reminder: The total estimated costs for eligible SDAF application budgets must be less than or equal to \$5,000. The purpose for all items listed in the budget must be described in the action plan.		