

Sundale Coastal Community Coalition
STATEMENT OF WORK

Project Name: Exploring feasibility of community-led training program for emergency preparedness planning

Organization: Sundale Coastal Community Coalition

Address: 123 Coast Road, Sundale, CA 55555

Dates: 08/01/2024 – 07/31/2025

Sundale Coastal Community Coalition (SCCC) will partner with California State University, Oakland (CSUO) on the project titled: Exploring feasibility of community-led training program for emergency preparedness planning. SCCC and CSUO will collaborate in development and implementation of the outreach plan and the Sundale Community-Led Emergency Preparedness training program. SCCC staff will collaborate with CSUO in developing and delivering the outreach sessions; developing training curriculum; facilitating training sessions; evaluating feasibility of the training program; and providing support as needed to community members who are learners in the training program.

SCCC has been an active organization in Sundale since its founding in August 1934. SCCC has built its programs and services to include community-led monthly beach clean-up, community garden program, tree planting, and community-led training programs on composting. Each year SCCC provides services to 42,382 Sundale community members. SCCC has built relationships with 10 research institutions in the greater Sundale Valley and has maintained these working relationships for 17 years.

The Sundale Community-Led Emergency Preparedness Program’s hybrid design includes both online and in-person activities. A significant revision of original draft curriculum and planned delivery methods was completed in 2020-2021 in response to COVID-19. The training team will continue developing contingency plans to accommodate possible changes due to public health concerns. SCCC staff will be active collaborators in all phases of the program including program execution, outreach leadership, logistics support, program instruction and facilitation, and program evaluation. SCCC staff will serve as core members of the training staff. SCCC staff will lead on outreach to the Sundale community, manage logistics for preparation and implementation of the program; co-lead the strategy for curriculum design; collaboratively develop communications strategy; facilitate and teach training sessions with a specific focus on capacity building for planning at the collective level; and co-develop the evaluation of feasibility and acceptability of the training program. Over the course of the project year, SCCC staff will spend up to 800 hours on the project and will be compensated at a rate of \$150/hr for a total of \$120,000.00 per year. Instead of invoicing, SCCC requires a payment schedule of 12 monthly payments.

Payment	Paid by	Amount
1 st	Thursday, August 1, 2024	\$10,000.00
2 nd	Monday, September 2, 2024	\$10,000.00
3 rd	Tuesday, October 1, 2024	\$10,000.00
4 th	Friday, November 1, 2024	\$10,000.00
5 th	Monday, December 2, 2024	\$10,000.00
6 th	Thursday, January 2, 2025	\$10,000.00
7 th	Monday, February 3, 2025	\$10,000.00
8 th	Monday, March 3, 2025	\$10,000.00
9 th	Tuesday, April 1, 2025	\$10,000.00
10 th	Thursday, May 1, 2025	\$10,000.00
11 th	Monday, June 2, 2025	\$10,000.00
12 th	Tuesday, July 1, 2025	\$10,000.00

	Total	\$120,000.00
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