

LELO- Legacy of Equality, Leadership and Organizing

Page 1 of 12

LELO – Legacy of Equality, Leadership and Organizing	www.LELO.org
Applicant Organization	Website
Lynn Domingo, LELO – Project Manager	
Project Contact Person	
3700 South Hudson St, Unit C., Seattle, WA	98118
Mailing Address	Zip Code
206 860-3990	Lynn@LELO.org
Phone	Email
Nemesio Domingo, Jr. – Board President	Nemesio.Domingo@comcast.net
Executive Director or Board President	Email
The Debt and Poverty Project	
Project Name	
Primary location – Southeast Seattle	98118
Project Location(s)	Zip Code
LELO – Legacy of Equality, Leadership and Organizing	91-0914637
Fiscal Agent Organization (See Appendix I in the Application Guidelines & Resources)	ID (If applicable)

Describe your proposed project in 1- 3 sentences.

Breaking the cycle of debt and poverty through technology

This project will provide training; developing and producing videos and website update for community organizing. This service will provide consultants; training; tools, and local resources enabling all people to document their his/herstory of living in Southeast Seattle and living in poverty through videotaping.

We help add technological activities to our neighborhood of low-income people, employ youth to train their community members to use technology effectively, and provide socially responsible media properties that offer a wealth of information on education, jobs, health care, and other vital issues.

Our mission is to maximize the potential of technology to help low income people improve their lives; enter the economic mainstream; and share their stories.

TOTAL amount of City funds requested for this project (up to \$20,000)	\$19,580.00
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LELO- Legacy of Equality, Leadership and Organizing

Page 2 of 12

TOTAL value of community match (This must be greater than or equal to the total amount of City funds requested):	\$19,580.00	
TOTAL PROJECT COST (Amount of City funds + value of community match):	\$39,160.00	

ORGANIZATIONAL INFORMATION

1. Organizational Description

Give a brief description of your organization and its mission.

LELO is a 33 year old racial and economic justice workers' rights 501c3 nonprofit organization. As an organization led by ordinary workers, we develop the leadership of those most marginalized in our society: people of color, working class women, refugees and recent immigrants and LGBTQ (lesbian/ gay/ bisexual/ transgender/ queer) workers and families. Our primary social change strategy is local organizing, with a heavy emphasis on political education and networks of solidarity with workers locally and across the globe.

2. Information about Existing Program(s) What programs do you currently offer? Do these programs provide information technology access and training or support civic engagement?

Currently, we do not have formal program to teach individuals to document and create DVD's.

However, LELO's organizing programs offers easy and safe access to technology to all community members who would like to use our workstations. Each program relies on technology for communication with our constituencies, research, conferencing, capacity building and a variety of administrative duties to remain efficient and competitive. Our main office is located in a moderate to high walk in traffic and is located among many low-income families who don't have the access to computers.

There are five community-organizing programs within LELO.

1. Debt and Poverty project last 2005, the Debt and Poverty Project created, wrote, produced and distributed the movie "Rip-Off." The movie was a community-organizing project that involved video and GIS mapping system.
2. The Tyree Scott Worker to Worker Project
3. The Women's Leadership Project
4. Popular Education/Newsletter Project.

3. Organizational Budget

What is your organization's budget? Please check one.

LELO- Legacy of Equality, Leadership and Organizing

Page 3 of 12
x \$100K - \$300K

4. **Staff Size** What is your organization's staff size?
LELO's employs two full-time organizers.

PROJECT INFORMATION

5. Project Description.

Give a brief description of your project.

The Debt and Poverty Project are workers, families and members who live in Rainier Valley and live below the federal poverty level. Project members and volunteers will provide four DVD's reflecting 60 personal stories. Each DVD will contain videography and interviews collected from 12 months of taping. There will be eight MAC workstations and two flat screens to view the projects work collectively. We will provide training classes in Spanish, English and other languages upon request.

Website designing will be used to advertise; update and recruit new individuals to the technology project

6. **Type of Project.** Please check one. This project is a(n):

New project

7. **Project Goals** List up to 3 to 5 goals for your project.

1. Train up to 36 community members how to use video/photo/dvd equipment.
2. Produce four – one hour DVD's
3. Organize four community events to show DVD's
4. Educate and inform stakeholders, politicians and other communities about community issues using DVD technology.

LELO- Legacy of Equality, Leadership and Organizing

Page 4 of 12

5. Strengthen staff, volunteers and community relationship by mentoring and matching skills with our underprivileged community members.

8. Project Activities and Outcomes What will you do to accomplish your goals? Please complete the chart below. You may add rows if necessary. (See Appendix G in the Application Guidelines & Resources for examples)

Activity	Target Audience	#'s Served	Tech Skills Taught	Life Skills Taught	Outcomes for organization and/or participants
Installation and training on software programs	Community partners, activists and volunteers	8 participants	Knowledge and hands on installation of new hardware and software	Operating and Proficient skills on all software programs	Increase volunteer capacity to troubleshoot system problems.
Outreach and recruitment	Rainier Valley and Southeast Seattle	36 participants	Media skills: Sound, set-up projector and lap-top.	Event planning; outreach; facilitation and relationship building	Building capacity for issues and committees. Give access to low income families to see documentaries and movies at no cost;
Documenting stories:	Immigrants; women; low income workers; youth and economically disadvantaged families	60 participants	Video interviewing; editing; dvd burning and distribution	Creating; editing and producing a documentary	The interviews will be stored on a dvd and will be shown at four different community events.
Archiving	Volunteers; board members and staff	20 Participants	Preserving LELO's documents and properly archiving materials	Research; purchasing correct materials for preserving pictures and documents	Preserving LELO's 35 year history and sharing the history with the public
Web design	Volunteers; board members and	10 Participants	Information dissemination	Web design; fundraising and	Building capacity and fundraising

LELO- Legacy of Equality, Leadership and Organizing

Page 5 of 12

	staff		through our website	project updates	opportunities
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9. Project Timeline

- A. List in chronological order specific steps you will take to complete this project. You may add rows if necessary.
- B. Next to each step, identify who will be responsible for carrying out the step or activity.
- C. Estimate the date the step will be completed (month and year). Dates should start no earlier than July 2008 and end no later than June 2009.

A. Step	B. Responsible Person/Group	C. Date Done
Installation and training on software programs – Purchase items; install and train staff and volunteers on workstations.	Jeff Widmer, Gabriel Cruz and Lynn Domingo	July 31, 2008
Outreach and recruitment through our website and leaflets. Train volunteers on equipment use.	Wesley Hawkins and Lynn Domingo	August 1 – June 30, 2009 July 31, 2008 August 1 July 15, 2008 Ongoing
Organize and mobilize community to four showings:	Tashima and Fran Smith	October 2008 December 2008 February 2009 May 2009
Documenting his and her stories: Write script questions List all interviewees; create interviewing schedule Record interview and edit Compile interviews and create final dvd Distribute to video Document and file sign in sheets indicating names of persons participating in activity.	Lynn Domingo; Tiffany Koyono And Lynn Sereda	July 31, 2008 August 15, 2008 August 15, 2008 August – October October 2008 November 2008
A. Step	B. Responsible Person/Group	C. Date Done
Web design Purchase software Training for website	John Dennoyer and Nemesio Domingo	July 5, 2008
Website update		Ongoing

LELO- Legacy of Equality, Leadership and Organizing

Page 6 of 12

10. Community Benefit Describe what will be left in place as a result of your project? (technology, programs, organizational capacity, community capacity)

Software and programs will be used to preserve communities his/herstory. Our stories will help to: advance our organizing research; train volunteers, members and neighbors how to become more computer literate. LELO and our community will benefit from having large visual monitors for training; easy translation; editing documentaries and provide large screens for instructional purposes. Community members will create their outreach materials with the MAC stations. Thusly, community members have options to communicate with others via leaflets, emails, blogs and telecommunications. Trainings; skill building and viewing of all DVD's will be ADA accessible and culturally/racially safe.

11. Community Involvement and Partnerships

How have you involved the community and partners in the planning for this project?

LELO's Debt and Poverty Project received 15K last 2005 from the City of Seattle DON fund. Since our video release we have sought the help of SCAN; N Power and Tech Access. It is time we have an on-site location for training. Our partnership with Atlantic Street Center; Women's International League for Peace and Freedom (WILPF); Casa Latina; and other community members at large will provide mentorship and specific skills in technology.

12. Promotion and Recruitment What steps will you take to ensure participation and promote your project?

On July 1, 2008 when the award is issued LELO will announce the project through our website; send out a media announcement and place information in newspapers regarding LELO's technology project.. Leaflets announcing activities will be placed in strategic bulletin boards; churches, schools; service providers and organizations will be notified. Through monthly community meetings and other activities announcements will be given at all LELO sponsored activities. Sign up sheets and web registration will be available. All announcements; promotions and recruitment materials will be translated into Spanish and other languages upon request.

12. Evaluation. What is your evaluation plan? How will you evaluate the impact that your project has on the individuals that participate and on the community? What information will you gather to track this?

At each event each participant will be required to sign in and turn in an evaluation and recommendation sheet.

A monthly report will be turned into project organizer to track attendance and progress of four video's.

13. Technical Support. Who will be providing support for the technology infrastructure of your project? Briefly describe their experience and affiliation with your organization.

Mr. Jeff Widmer – NW Mobile Tech – www.nwmobiletech.com

- Mr. Widmer has worked with LELO since 2006.
- He has home, small/medium business support.

LELO- Legacy of Equality, Leadership and Organizing

Page 7 of 12

- He specializes in Apple Macintosh, PC and Network Support/Service and Repair. He is an Apple Consultants member and Apple certified. He has competitive rates and responds quickly when we need a consultant or repair.

Mr. Gabriel Aspee – Volunteer was born in Santiago de Chile 50 years ago.

- Master Degree in math and computers.
- Gabriel is a Latino political activist in Seattle with strong passion for the social justice.
- Since 2007 he has helped LELO with maintenance and networking our computers and office equipment.

Jon Denooyer: Megadutch Web Design- Proprietor - <http://megadutch.com>

- Worked with LELO since 2007 redesigning our website
- Lived in Seattle since 1988.
- Master's Degree in mathematics
- Owns his Website business..

15. Project Budget. Review Appendices C, D, F and J in the Application Guidelines & Resources.

A. Budget Spreadsheet

Please complete a project budget and include in your application. Use the TMF budget template available at www.seattle.gov/tech/tmf.

B. Budget Narrative

It is very important that your budget be clear to the review committee. Briefly describe each budget item here. Be sure to note the rate and number of hours used in your personnel calculations.

Hardware: 8 – Apple workstations: iMac 20-inch 2.0GHz Intel Core 2 Duo

Eight workstations will be used to train and use for creating and producing the videos.

Wide screens: 2 – 42” Sony Widescreens will be used for trainings, skill building and public viewing of videos

Digital Cameras: 3 – Camera’s are used to provide variety of photography skills and documentation

Camrecorders: 4 – On the spot interviews and documenting

Software:8 -Xilisoft DVD creator for MAC

Printing and Publicity – Used for recruitment for classes; training and volunteers

Technical support – Maintenance, update and installation of equipment

Training and open lab facilitation – Stipend used for transportation; registration fees for N Power

Outreach and marketing - Community outreach for video viewing once videos are complete

Administration and coordination – Accountant fees for documenting expenditures and reporting

Evaluation – Development of evaluation form and maintenance of records

Application preparation – Staff time to write grant

LELO- Legacy of Equality, Leadership and Organizing

Page 8 of 12

16. Attachments.

- List of existing equipment: Five Dell computers w/windows; One sony video camera; projector and Dell photo color copier

Item	Qty	Vendor/price	Vendor/price	Vendor/price	Total Price
MAC book warranty	Four	Best Buy 1283.25	Apple 1283.25	Apple on-line 1283.25	5133.00
MAC Computer <ul style="list-style-type: none"> • Intel Core 2 Duo Processor • 2 GB memory 	Eight	Best Buy 1,099.00	Apple 1,099.00	Apple on-line 1,199.00	8792.00
42" Widescreen HD Sony 40" 3000 SKU	Two	Best Buy 1,599.00	Office Depot 1,600.00	Costco 1,499.00	3198.00
Canon Digital Camera Canon 186337	Three	Best Buy 169.00	Office Depot 149.00	Costco 129.00	387.00
Camrecorders Sony OCR HC46 mini DV	Four	Best Buy 549.00	Office Depot 539.00	Costco 499.00	1497.00
Photo printer paper	Four reams	Best Buy 59.00	Office Depot 59.00	Costco 46.00	184.00
Software	8 programs for DVD creation	Online: xilisoft 49.00	Office Depot 99.00	Costco 45.00	360.00
	Adobe for documents to be sent to printers for outreach materials	99.00 1 year subscription			99.00
Supplies: <ul style="list-style-type: none"> • Memory cards for cameras 	8 cards for additional memory	Radio Shack 29.00	Best Buy 29.00	Office Depot 29.00	750.00

LELO- Legacy of Equality, Leadership and Organizing

Page 9 of 12

and video equipment • Paper • Stamps	Invitations/leaflets Mailout	110.00 400.00	110.00 400.00	110.00 400.00	
Training and Facilitation 12 Classes Bi-lingual Translation Childcare Transportation	12 months spending 470.00 each training session * Translation 220.00 *Childcare 100.00 *Transportation 75.00 Trainer – 65.00				5600.00
Printing and Publicity	Urban Press 1000 leaflets 180.00 Posters 500.00	Trade Printery 1000 leaflets 180.00 Posters 500.00			680.00
Outreach and Marketing	Tiffany Koyono Consultant firm 1000.00 T-shirts and advertisement 1000.00 Binding and packaging 3600.00				4000.00
Administration and coordination	Office Scheduling for conference room. Accounting of expenditures City of Seattle reporting	600.00			600.00
Evaluation	Twelve months Of collection of				230.00

LELO- Legacy of Equality, Leadership and Organizing

Page 10 of 12

	materials and cost of printing				
Application prep					150.00
Technical Support	Jon Denooyer Jeff Widmer Gabriel A	Consultation rates and maintenance agreements			7500.00

Pledge Sheet

All names listed below have pledged 10 hours each a total of 150 hours to the Debt and Poverty Technology project

Hours	Service	Last name	First name
10	Volunteer Coordinator	Hawkins	Wesley
10	Technology Maintenance	Aspee	Gabriel
10	Technology Consultant	Widmer	Jeff
10	Technology Artist	Koyono	Tiffany
10	Volunteer	Mathews	Fai
10	Volunteer	Holmes	Holis
10	Volunteer Mentor	Flake	Katheryn
10	Childcare	Owens	Tanya

LELO- Legacy of Equality, Leadership and Organizing

Page 11 of 12

10	Childcare	Jones	Fran
10	Volunteer	Holmes	Goldie
10	Volunteer	Panell	Charles
10	Volunteer	Saunders	Wanda
10	Volunteer	Tashima	Smith
10	Volunteer	Dado	Asha
10	Volunteer	Esperas	Diana

Recommended system for DVD video

Recommended System Requirements	
OS Supported:	System: MAC OS X v10.4 or better operating system
Hardware:	<ul style="list-style-type: none"> • CPU: G5 processor or higher • RAM: 512M memory or more
Minimum System Requirements	
OS Supported:	System: MAC OS X and higher operating system

LELO- Legacy of Equality, Leadership and Organizing

Page 12 of 12

Hardware:

- CPU: G4 processor
- RAM: 256M memory or more

Support for Xilisoft DVD Creator for Mac

Know More:

Frequently Asked Questions

Tutorial:

How to convert MPEG, DivX, AVI to DVD with Xilisoft DVD Creator for Mac