



Memorandum of Understanding

Pomona Economic Opportunity Center (PEOC) and the Inland Empire Immigrant Youth Collective (IE IYC)

Dated September 9, 2021

The parties below enter into a fiscal management contract for any funds received through grants of any nature, donations, or other sources of revenue. This memorandum of understanding (MoU) is between the Pomona Economic Opportunity Center (PEOC) and the Inland Empire Immigrant Youth Collective (IE IYC), a community organization not operating under a 501(c)(3) status under the Internal Revenue Service (IRS) code.

This agreement will begin effectively after the agreement and execution of this MoU. The IE IYC will act as a sponsored project under the PEOC. The PEOC will be designated as a grantee on all grants and contracts and will be the fiscal agent for any grants, sponsorships, donations, or other funds received on behalf of the IE IYC. PEOC will be the employer on record for the Inland Empire Immigrant Youth Collective.

- A. **Agreements:** Since 2013, the PEOC has acted as a fiscal agent for the IE IYC and will continue to do so as long as the terms of the MoU are valid and agreed upon by both parties. Both parties may terminate this relationship at any time but must provide at least 2 months' notice.
- B. **Nature of Relationship:** The PEOC shall act as a fiscal agent, collecting and disbursing funds under the parameters of the applied for grants and their related accounting and fiscal reporting requirements, as applied for by the IE IYC.

Expectations of the Pomona Economic Opportunity Center:

Deliverables:

- B. The PEOC will manage a checking account under the organization's own bank account for the exclusive use of the IE IYC funds where all donations and funds will be deposited. This account will be utilized to disburse payroll checks, direct deposit and reimbursement checks on behalf of paid staff, paid interns, paid fellowships, and members of the IE IYC, in addition to IEIYC expenses.
- C. The PEOC will deposit any allocation of funding in any form e.g., checks, cash, electronic debit transfer, and others, directly to the IE IYC's bank account.
- D. The PEOC will administer payroll and reimbursement checks within a timely manner to IE IYC staff members.
- E. PEOC shall pay expenses in a timely manner, such as rent and other bills. PEOC will be responsible for any late fees.
- F. The Executive Director of the PEOC will in turn provide the support, documents, and resources for the IE IYC to prepare and present reports for grant purposes and other needs.

VISUAL, PERFORMING AND LITERARY ARTS ---GRANT APPLICATION FORM
City of San Bernardino Art and Historical Preservation Commission

I. Applicant Organization

Name of Organization: Pomona Economic Opportunity Center (Inland Empire Immigrant Youth Collective)

Physical Address: 521 N Euclid Ave Ontario, CA 91762

Mailing Address: 521 N Euclid Ave Ontario, CA 91762

Telephone No.: (951) 809-1245

Non-profit I.D. No: 95-4657497

Website Address: theieiyc.org

Number of years in existence: 12

II. Contact Person:

Title: Marlene Chavez, Development Coordinator

Telephone#: (951) 732-7610

E-mail Address: marlene@theieiyc.org

III. Program Category under which support is requested. Please indicate the appropriate category. Refer to application guidelines for program category definition.

Literary Arts---Organizations which provide experiences in creative writing, either poetry or prose that culminates in a reading and/or display of the creation.

IV. Period of Support Requested The span of time necessary to plan and implement the proposed program for which funding is requested, to begin no earlier than July 1, 2022 and to be completed before June 30, 2023.

From (starting): April 17th, 2023 Through (starting): June 30, 2023

Amount of Grant Requested: \$20,800

Total Organizational Budget for current fiscal year: \$528,865

Percent of total Organization Budget Requested: 4%

V. Project Description/Need Statement (include plan for collaboration with a local business if you have one)

Reimagining Safe Spaces in the Inland Empire will give 5 undocumented and immigrant youth living in the Inland Empire the freedom to explore their identity, build community, and use art and storytelling as forms of personal and political expression. This project is connected to our Undocumented Mentorship Academy (UMA 2.0) pilot program where 5 immigrant youth will be matched with IEIYC partner organizations in the Inland Coalition for Immigrant Justice coalition. These nonprofit organizations will provide paid fellowships for low-income, first-generation immigrant youth to begin skill-building and exploring the various professions within organizing and policy advocacy to prepare them for the workforce. IEIYC will serve as the home base throughout the fellowship, making sure that the youth fellows are holistically supported as needed through the UMA 2.0 program.

To kickoff the fellowship, the five youth fellows will build the foundation for the literary arts project, "UMA 2023 Fellowship Zine." The concept for the Zine is to highlight social justice organizations in the Inland Empire as places that keep us safe, uplifting the work and many actions these organizations are leading in our community. The IEIYC Youth Engagement Coordinator and two Youth Organizers will facilitate the creation of the Zine by checking in with the five youth fellows, providing them thoughtful prompts that will form the Zine during the month of May 2023. Examples of these questions will invite youth to answer how they envision their community to look like, what spaces are welcoming and inviting to them, and what is needed to cultivate those types of environment. Once youth have answered these guiding questions, they will then have the creative freedom to present their responses as a section featured in the UMA 2023 Fellowship Zine (magazine print) that will hold the works of all fellows.

Youth will have the opportunity to practice written art forms and turn their narratives into a visual of what it means to be undocumented. It will also open up the possibility for immigrant and undocumented youth to further explore an education or career in the arts given that they may be discouraged from seeking out art degrees or programs due to their citizenship status, the field not seen as "promising," or inaccessibility in the community. Therefore, introducing different art mediums to youth can encourage them to adopt their own creative styles and have space to express themselves. We hope for Black, Indigenous, and youth of color to have agency in how they tell their stories and become empowered as creators to illustrate their life experiences.

Once the Zine is complete, we will host a free community exhibition to celebrate the youth involved in the project to showcase the art that was created through the prompts. This will also be an opportunity to provide context for outside viewers to understand the environments immigrant youth live in, spotlight their passions, and contributions to the world. Youth will take on an innovative way of communicating through written works that will encourage emotional breakthroughs, deepen healing, and think about their future. Artistic expression will be used as means of social change, political advocacy, and to document a historical record of the

communities, cultures, and social movements in the region. This will result in powerful work that can influence policy that directly impact the lives of the 36,000 undocumented youth ages 16-24 years living in the Inland Empire.

VI. Realistic number of persons expected to benefit from the program. The total number of classes, performances or displays and the number of students, audience members or others who are expected to benefit directly.

For this literary arts project, youth will check in with IEIYC Youth Engagement Coordinator, Najayra Valdovinos Soto and two Youth Organizers Kimberly Hernandez and Regina Mallare to begin the content creation of the Zine. They will all meet once every week, totaling to 7 times over the course of 6 weeks. These 5 fellows will already be paired with their host organization, getting to know the organization's current work and engaging in on the ground efforts. There will be no cost for the fellows to participate in any of our projects or programs. The final event for this project is the Zine exhibition where it will be open to the community at no cost in an art center or studio in Downtown San Bernardino. Our goal is for at least 50 members of the inland Empire to attend.

VII. Intended Results: Explain in measurable evaluation terms the intended results or the impact anticipated by your program funding request. If possible, please incorporate the requested data into a spreadsheet (See example). Identify the target group or groups you intend to benefit, setting a time frame for accomplishment and providing a realistic quantitative indicator of groups served, such as: senior citizens, number of performances, anticipated maximum audience. (See example) Sign-in forms of participants, audience members, etc. may be used to fulfill this requirement.

Target groups	Youth/high school and college students, ages 16-24
Time Frame	April 17th, 2023-June 30th, 2023
Number of performances / classes / exhibits	7 check in meetings for the Zine preparation, 1 exhibit
Anticipated maximum audience, participants, etc.	5 participants, estimated 50 audience for the Zine exhibit celebration

VIII. Project Budget: Using the form provided, list the expenses of the project for which you are applying, and give a brief description of each line item. Give the total amount that the project will cost per line item. Give the amount requested from the Arts and Historical Preservation Commission for that line item. Total the expense and amount requested columns.

Line item expenses	Brief description of each line item	Total budget per line item for this project	Total amount requested from arts & Historical Preservation Commission (Not to exceed 50% of budgeted projection)
Office Supplies	In-person meeting materials. During the meeting days we will be needing office supplies including pens, big sticky paper, etc.	\$800	\$800
Printing and Publications	Items include the printing of over 100+ zines translated + printed in the 2-3 dominant IE languages. Includes promotional material, flyers, stickers, posters etc.	\$4,000	\$4,000
Consultants/Outside Services	Facilitator and artist contracted for this project will earn a stipend for their investment in this program.	\$4,000	\$4,000

Refreshments	To purchase food, drinks, and utensils that will be used throughout the weekly meetings and trainings.	\$2,000	\$2,000
Travel	Will be used to reimburse mileage + transportation for the weekly meetings and travel to meet for the Zine check ins	\$1,000	\$1,000
Art Materials	will be used to purchase digital cameras and protect cases for the 5 participants.	\$5,000	\$5,000
UMA Celebration/Zine showcase	We do want to celebrate the zine production with a celebration at a local IE art location. We will need support with the cost of securing local vendors at the location for the day of.	\$2,000	\$2,000
Rentals or Leases	For the venue for the zine production celebration at a local IE art location. We will need support with paying the location cost for that event.	\$2,000	\$2,000
TOTAL EXPENSES AND AMOUNT REQUESTED		\$20,800	\$20,800

IX. Income of the organization-- List grant awards received by the organization in the past 12 months, if any. Do not include pending requests. List other income for this project such as ticket sales, other sales, contributions, fundraisers, etc.

Name of funding source	Amount committed to this project
Inland Empire Community Foundation - 2022 Expanded Learning Advancing Educational Equity	\$0
TOTAL of funding sources	\$0

X. Future Objectives: Explain your plans and goals for additional supplemental funding (i.e., sponsorships, donors, fund raising events). Be as complete and accurate as possible. Explain supplemental fundraising plans and what your plans are if funding from the Art and Historical Preservation Commission is not received.

Currently, the Weingart foundation, California Wellness Foundation and The California Endowment provide us with unrestricted operating funds. Their flexible investment to the IEIYC allows us to deliver our programs, services, do outreach, provide wages for our employees, and an office space for us to operate. Our team collectively plans an annual fundraising event at the end of the year to provide general support for programming, youth stipends, emergencies, supplies, and any other relief. We invite partner local organizations, educators, school administration, donors, and members of the community to celebrate with us. We are also ramping up our efforts by establishing a fundraising committee that consists of our youth members who were previously part of our Undocumented Mentorship Academy (UMA). Given that their involvement in creating high quality UMA content requires a lot of their energy as striving students, we are raising money to compensate them for their grassroots leadership and contributions. As we've seen in the beginning of IEIYC, the act of community members, specifically youth, supporting one another in their survival has had a long-lasting effect in sustaining systems of care that has and will be passed down to other youth leaders to continue the legacy. We have seen the unique ability that community-run mutual aid has to temper the effects of undocumented status on youths' everyday lives. Whether it is guidance or advice, there is a willingness for local partners and community to support programming, creative projects, and wellness workshops even beyond finances. The Undocumented Mentorship Academy for example has demonstrated an UMA alumni to community leader pipeline, ensuring that UMA is not a one-time occurrence. We will work toward the long-term goal of implementing

the arts into our work by continuing to show its need and importance for undocumented youth in the Inland Empire.

If we do not receive this funding, we will still meet with the 5 fellows to have these conversations about their journey in advocacy and organizing with these non-profit partners during the UMA 2.0 fellowship. A big part of our IEIYC's mission and history has involved using art as a tool for social change and activism. It is crucial for us to continue holding space where youth can be imaginative and nurture their creativity. Therefore, we hope to create an embodiment of these written works for the community from these youth narratives to raise awareness on the available resources for undocumented immigrant youth. We also want audience that resonates with these stories to know that they are not alone. Therefore, we will continue to inform, inspire, engage and connect different undocumented immigrant youth and stakeholders in the Inland Empire. This is an opportunity to educate the general public on immigration and issues related to lived experiences through art to encourage dialogue and form new allies who can organize alongside the IEIYC. We will continue to provide undocumented youth a platform to continue the grassroots efforts and intersectional organizing that started the IEIYC in the first place.

XI. Provide a brief history/background of your organization and what you have done before in this category of the arts.

The Inland Empire Immigrant Youth Collective was founded in 2010 by three UndocuQueer college students living in the region. We create a safe space for immigrant youth in the Inland Empire to express themselves and achieve their full potential, regardless of their status or any other part of their identity that intersects with being undocumented. Our mission is to engage youth to gain equal access to higher education, professional development and to seek justice for the immigrant community through empowerment. Our approach is grounded in: community building, youth development, creativity and artistic expression, healing and restorative justice, civic participation and political education. We serve undocumented and immigrant youth (14-26) and their families living throughout San Bernardino and Riverside counties. Communities we have worked with are BIPOC, LGBTQ+, and low-income youth. Today, we are a team of 6 staff, with four identifying as Latinx/Hispanic and two Asian and Pacific Islander. Our 4 board members are Latinx/Hispanic.

In the Fall of 2022, the IEIYC co-led the UMA photo voice project with the 20 youth participants in our Undocumented Mentorship Academy. The artwork created for the UMA Photovoice exhibit was accomplished through online Zoom weekly group meetings via the UMA 2022 cohort, where youth discussed their respective and collective aims for this project, the outcomes they hope for, hear some of our team's project supervisors ideas and photography tips, and learn from each other. Each member of the group completed 20 polaroid pictures and answered prompts that were created together. Some of the prompts, but not all included: where they see themselves 5 years from now, who their support system is, what brings them joy, and what makes them feel powerful. Using the 'Through Your Lens' photographic taller inspired by the exhibition CrossBorder Photography: Images of the US and Mexico in the Permanent Collection at the Benton Museum of Art, we focused on two artworks in the exhibition: Christina Fernandez's Maria's Great Expedition (1995-1996) and Richard Ross's Architecture of Authority

(2004) series. Inspired by the El Viaje taller that is modeled after the photographs and bilingual narrative in Maria's Great Expedition, the UMA Summer cohort used photography and journaling as a healing practice to help them navigate through their experiences of moving to the U.S., the challenges of their migration, and to imagine their future. Youth used Polaroid cameras to take photographs of themselves, items, or symbols that represented or depicted their future and wrote a one-paragraph story in their preferred language to accompany each image. It focused on youth finding creative ways of documenting their goals, dreams, and aspirations. Youth got to envision their future, past and identify important parts of their lives as they engaged in the creation of a celebratory exhibit for the community at the Garcia Center for the Arts in San Bernardino as part of our annual fundraiser.

In addition, IEIYC has held a Teatro popular for members in the community. This is a play in which some of our youth members took volunteer roles to act out real life scenarios of what immigrant folks should do or say when encountering authorities in the street, at home, and in the workplace. This allowed for the community to understand their rights in an innovative way as opposed to a presentation workshop. The Teatro popular plays were an hour and a half long and going over a few basic important concepts, followed by an optional healing circle where people get the chance to share their emotional reactions.

XI. Attach a copy of your last fiscal year financial report, audited or un-audited. Failure to submit this will result in rejection of your application.

XII. Attach a list of your Board of Directors and Officers with either residential or business addresses.

CERTIFICATION:

Project Officer:

Title:

Telephone #:

Cell Phone#:

Date:

E-mail Address:



Fiscal Sponsor

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