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**Forest Grove Solid Waste
Community Enhancement Program Committee**

**CEPC Meeting
Webex Meeting Community Auditorium
6:30 PM**

**MONDAY, APRIL 27, 2020
1915 Main Street
Forest Grove, OR 97116**

NOTICE: VIDEO CONFERENCE MEETINGS & CHANNEL 30 LIVE

COVID-19: Due to the emergency declaration resulting from COVID-19 (Coronavirus disease) and protocols, the City is limiting in-person contact and social distancing. **The CEP Committee meeting will be conducted remotely by video conferencing.** The public may attend and observe in the Community Auditorium as space allows (no more than 10 persons total at one time). However, the Committee encourages the public to observe the meetings through technology rather than in person. The Committee meeting will be televised live at 6:00 p.m. by Tualatin Valley Community Television (**TVCTV**) Government Access Programming LIVE **Channel 30** and Live Streamed on: **YouTube Channel 30**.

Written comments on an item not on the Agenda, must be submitted by April 27, 2020, 3:00 p.m. via e-mail to: bmaughan@forestgrove-or.gov.

**Kristy Kottkey
Timothy Rippe
Elena Uhing**

**Juan Carlos Gonzalez, Co-Chair
Peter Truax, Co-Chair**

**Mariana Valenzuela
Adolph "Val" Valfre, Jr.
Malynda Wenzl**

All public meetings are open to the public and all persons are permitted to attend any meeting except as otherwise provided by ORS 192. All meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, 503-992-3235, at least 48 hours prior to the meeting.

A G E N D A

- 6:30** 1. **CALL TO ORDER:**
2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak on an item not on the agenda to submit written comments by 3 pm on April 27, 2020, via e-mail to: bmaughan@forestgrove-or.gov.
3. **ADDITIONS/DELETIONS**
4. **APPROVE MINUTES FROM MEETINGS ON FEBRUARY 24, 2020, MARCH 26, 2020, APRIL 13, 2020, and APRIL 16, 2020**
5. **DISCUSSION AND APPROVAL OF ALLOCATIONS AND DESIGNATION OF 2020-21 CEP PROJECTS**
- 7:00** 6. **ADJOURNMENT**



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CEPC Meeting Minutes

Monday, February 24, 2020
6:15 PM, Community Auditorium

Minutes not official until approved by CEPC.

1. **ROLL CALL**

Co-Chair Peter Truax called the meeting of the Community Enhancement Program Committee (CEPC) to order at 6:25 pm. **ROLL CALL:** Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph “Val” Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. **ABSENT:** None. **VACANCY:** 1. **STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; and Beverly Maughan, Executive Assistant to City Manager.

2. **CITIZEN COMMUNICATIONS:** None.

3. **APPROVE MINUTES FROM MEETING ON NOVEMBER 25, 2019**

Wenzl moved, seconded by Valfre, to approve the minutes as presented. With all those present voting in favor, motion passed unanimously.

4. **ADDITIONS/DELETIONS:** None

5. **APPROVE 2020-21 CEP PROGRAM CRITERIA & TIMELINE:**

Downey presented the proposed timeline and criteria for the FY 2020-21 CEP program.

In response to questions raised at previous meeting, Downey noted Metro’s response to the definition of non-profit was “as long as the applicant is a nonprofit, they may be eligible to apply for funding. The applicant does not need to have a tax-exempt status. While a nonprofit applicant does not need tax-exempt status, they must still meet the “Goals for Solid Waste Community Enhancement Projects” as defined in Metro Code, chapter 5.06.080.”

Downey explained staff’s recommendations for program criteria are based on the following considerations:

- Recommending a system which does not greatly increase administrative burden on staff and/or increase the number of meetings for the committee;
- Based on staff research, most communities do the awards process through a single process once a year and do not have multiple awards cycle. Most community issues do not evolve so quickly that needs cannot be addressed through an annual process; and
- Marijuana tax revenue is used in the General Fund to help fund increasing public safety costs.

Based on the above considerations, staff recommended to split the available funding into

two programs: 1) Community Impact Grant (CIG) and 2) Regular CEP process with modifications.

- 1) Community Impact Grant: Funds awarded to one program for a three-year period to allow for a comprehensive program to be developed; process would have to meet CEP funding requirements. Downey noted a similar program is used by Hillsboro.
- 2) Community Enhancement Program grants: Funding follows CEP program requirements established for FY 2020-21 with the following modifications:
 - Funding is remaining funding available after amount set aside for Community Impact Grant; and
 - Requests eligible for Community Impact Grant funding would not be allowed to apply under this program.

Staff presented the following concept to allow for more discretion per committee member in funding: After initial funding allocations are made, the individual limit of funding 1/8th of grant will be removed. An individual can provide more funding to an individual grant but has to take funding from the individual's other initial grant funding allocations. No grant may receive more funding than it originally requested. Also, the movement of funds cannot cause another grant to become unfunded. After committee's discussion, consensus was not favorable for this concept.

Committee member Rippe proposed establishing a policy to set a minimum funding level available for CEP projects each year with available funds over that amount set aside to make up for any deficient level in coming years. It was noted that this was better discussed during the budget meeting process. Committee member Uhing expressed a desire to eliminate the use of mini-grants with CEP funds. It was noted that this could be reviewed during the funding allocation discussions.

Downey answered questions from the committee regarding the process and clarified that organizations could apply for both CIG and CEP during the cycle but if awarded the CIG, they would not be eligible for the CEP award.

Committee member Rippe moved, seconded by Committee member Uhing, to approve the timeline for the FY 2020-21 CEP program. With all those present voting in favor, motion passed unanimously.

Committee member Wenzl moved, seconded by Committee member Rippe, to implement the Community Impact Grant as a three-year program for \$40,000/year for innovation community improvement programs. ROLL CALL VOTE: AYES: Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph "Val" Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. NOES: None. VACANCY: 1. Motion passed 7-0.

6. ADJOURNMENT: Meeting was adjourned at 7:08 pm.

Respectfully Submitted by
Beverly Maughan, Executive Assistant



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Thursday, March 26, 2020
6:30 PM, Community Auditorium

CEPC Special Meeting Minutes

Minutes not official until approved by CEPC.

1. ROLL CALL

Co-Chair Peter Truax called the meeting of the Community Enhancement Program Committee (CEPC) to order at 6:36 pm. **ROLL CALL:** Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph “Val” Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. **ABSENT:** None. **VACANCY:** 1. **STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; and Beverly Maughan, Executive Assistant to City Manager.

2. CITIZEN COMMUNICATIONS: None.

3. ADDITIONS/DELETIONS: None

4. DISCUSSION OF CEP PROGRAM CHANGES DUE TO COVID-19 IMPACTS:

Downey reviewed the staff memo and noted that the due date in the timeline for applications, Friday, April 3, at 5 pm will not be extended and recommended that the CEP applicant presentations scheduled on April 16 be waived in an effort to assure social distancing. He explained that the Community Impact Grant (CIG) needs to be awarded to each member making CEP allocations to assure the amount of CEP monies are known and to whom they can be allocated. As a result, staff proposed the CEP Committee meet remotely on April 16 to hear from the CIG applicants and to award the CIG grant.

5. DISCUSSION OF EMERGENCY COVID APPROPRIATION

VanderZanden reviewed staff’s proposal to use CEP funds for immediate assistance during the COVID-19 crisis. Downey noted there was \$10,000 CEP funds available to spend; and the possibility may exist to use additional unappropriated funds if the use meets the emergency definition which he is researching.

Committee members Uhing, Valfre, and Rippe supported using the available \$10,000 CEP funds for local emergency assistance. Co-Chair Gonzalez supported the proposal and noted that Metro attorneys had clarified using CEP funds for emergency assistance would need to follow the CEP guidelines. There was consensus from the Committee for staff to move forward on this proposal.

6. ADJOURNMENT: Meeting was adjourned at 7:12 pm.

Respectfully Submitted by
Beverly Maughan, Executive Assistant



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CEPC Special Meeting Minutes

**Monday, April 13, 2020
6:00 PM, Community Auditorium**

Minutes not official until approved by CEPC.

1. ROLL CALL

Co-Chair Peter Truax called the special meeting of the Community Enhancement Program Committee (CEPC) to order at 6:12 pm. **ROLL CALL:** Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph “Val” Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. **ABSENT:** None. **VACANCY:** 1. **STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; and Beverly Maughan, Executive Assistant to City Manager.

2. CITIZEN COMMUNICATIONS: None.

3. ADDITIONS/DELETIONS: None

4. REVIEW OF EMERGENCY COVID ASSISTANCE APPLICATIONS

Downey explained updates since the last meeting included following the CEP competitive application process and that budgetary authorization had been received to use unappropriated funds. He noted the emergency grant program was advertised with the following criteria:

- Open to all qualifying non-profits.
- Program must be for emergency assistance for COVID-19 relief.
- The maximum per applicant is \$10,000; however, the Committee may allot more depending on the proposed program and the number of applications received.
- Monies must be spent by July 1, 2020, and cannot be carried over to FY 20-21 or transferred to another grant program.
- Monies for the Emergency Grant Program up to \$25,000 are left over from past fiscal years and will not impact next year’s CEP grant program.
- Successful applicants will remain eligible to apply for regular CEP grants for the coming year.

He also noted information was sent to non-profit organizations which had previously shown interest in the CEP program.

Due to the number of Emergency COVID Assistance applications received, this special meeting of the CEP Committee was scheduled to hear presentations. The following non-profit organizations presented their requests and answered questions from the Committee:

- Adelante Mujeres
- Bienestar
- FG Foundation Winter Shelter
- Rebuilding Together of Washington County

Foodways at Nana Cardoon
Family Justice Center
Virginia Garcia Medical Health Center
FG Elks

5. DISCUSSION AND AWARD OF EMERGENCY COVID ASSISTANCE GRANTS

Staff recommended the usual allocation process for determining grant awards. Individual committee member allocations were combined and discussed. Six (6) projects received support from a majority of at least four (4) committee members. Staff amended the funding allocation worksheet accordingly. Rippe moved, seconded by Gonzalez, to approve the allocations as amended. With all those present voting in favor, motion passed unanimously. The following projects were granted funds as noted for 2020 Emergency COVID Assistance Projects:

Adelante Mujeres: Community Response	\$3,806
Bienestar: Esperanza Fund	\$1,935
FG Foundation Winter Shelter: Sheltering in Place	\$8,534
Family Justice Center: Hotel Rooms for Abuse Victims	\$ 958
Virginia Garcia MHC: Serving FG Patients	\$6,114
FG Elks: Food & Appliances for Low Income Families and Vets	\$3,650

6. ADJOURNMENT: Meeting was adjourned at 7:15 pm.

Respectfully Submitted by
Beverly Maughan, Executive Assistant



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CEPC Meeting Minutes

Thursday, April 16, 2020
6:00 PM, Community Auditorium

Minutes not official until approved by CEPC.

1. **ROLL CALL**

Co-Chair Peter Truax called the meeting of the Community Enhancement Program Committee (CEPC) to order at 6:08 pm. **ROLL CALL:** Timothy Rippe, Elena Uhing, Mariana Valenzuela, Adolph “Val” Valfre, Malynda Wenzl and Co-Chairs Peter Truax and Juan Carlos Gonzalez. **ABSENT:** None. **VACANCY:** 1. **STAFF PRESENT:** Jesse VanderZanden, City Manager; Paul Downey, Administrative Services Director; and Beverly Maughan, Executive Assistant to City Manager.

2. **CITIZEN COMMUNICATIONS:** None.

3. **ADDITIONS/DELETIONS:** None

4. **STAFF REPORT AND REVIEW OF PROGRAM GUIDELINES**

Downey reviewed the staff report and program guidelines noting that the purpose of the Community Impact Grant program was to provide multi-year grant funding to a non-profit organization for a project or program that makes a sustained, targeted impact in a priority area of community concern. He added that projects or programs should emphasize direct services, innovation and creativity, measurable outcomes, financial sustainability and collaboration with community partners. He stated that applications will be scored on the following areas:

- Impact of the proposed project or program in addressing the area of community concern;
- Level of innovation, creative approaches, new programming and service enhancements;
- Collaboration with community partners, including relevant City agencies;
- Long-term financial sustainability of the project or program;
- Clarity of 3-year project or program implementation plan and timeline;
- Measurable outcomes and deliverables and clear method for tracking;
- Complete, cost-effective project or program budget; and
- Effectiveness.

5. **PRESENTATION OF COMMUNITY IMPACT GRANT APPLICATIONS**

The following non-profit organizations presented their proposed project or program request for Community Impact Grant funds and answered questions from the Committee:

Adelante Mujeres: Nourish the Community

Adventures Without Limits: Adventure Leadership Club

FG Foundation Winter Shelter: Moving Shelter to Community-Based Housing Security Collaborative

Community Action Organization: Emergency Rent Assistance
Family Justice Center: Hope Starts Here

6. DISCUSSION AND AWARD OF COMMUNITY IMPACT GRANT

In response to Valenzuela's inquiry, the Committee discussed awarding grant funds to more than one organization with the consensus to award the grant to one program for the three-year period. Roundtable discussion ensued with Committee members all voicing their appreciation to the presenters for the excellent programs and support their organizations give to the community and discussed their top choice for the grant award. Valfre moved, seconded by Rippe, to award the 2020-2023 Community Impact Grant to FG Foundation Winter Shelter. With all those present voting in favor, motion passed unanimously.

7. ADJOURNMENT: Meeting was adjourned at 8:00 pm.

Respectfully Submitted by
Beverly Maughan, Executive Assistant

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Adelante Mujeres Tax ID # 03-0473181
 (N/A for City Board or Commission)
 Contact Person: Rose Walker, Grants Officer - 503-992-0078 x 208 Daytime Phone: 503-992-0078
 Address: 2030 Main St., Suite A Email Address: rwalker@adelantemujeres.org
 City: Forest Grove State: OR Zip: 97116

Signature: Bridget Cooke Digitally signed by Bridget Cooke
 Date: 2020.03.16 11:47:08 -07'00'

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Forest Grove Farmers Market \$ 7,500

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	The Farmers Market draws people to the City of Forest Grove and provides a place for our community to enjoy food, music, cultural events, and to purchase local foods.
<input checked="" type="checkbox"/>	Reduce the amount or toxicity of waste	We encourage our vendors to reduce usage of disposable packaging and we provide a recycling center at the market.
<input checked="" type="checkbox"/>	Increase reuse and recycling opportunities	We provide a recycling and compost center at the market with clear instructions & we provide educational opps.
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	We accept SNAP, WIC, and SFDNP dollars at the market and offer matches for purchases of fruits and vegetables. We also offer vouchers to participants to purchase produce.

Choose which category best describes your project: Ongoing Event or P

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: 7/01/20 Project Completion Date: 1/31/21

Adelante Mujeres' Forest Grove Farmers Market (FGFM) began in 2005. Working in collaboration with the City of Forest Grove, the outdoor market is hosted each week on Main St., in the heart of downtown Forest Grove. The market contributes to the strengthening of our local food system, economic vitality for the city, and as a cross-cultural community gathering space. The market provides access to fresh, local, and artisan food products sold directly from farmers and producers to our community, it serves as a small business incubator for local small businesses, especially Latinx-owned businesses, and cultivates a safe space for sharing and celebrating cultural and community traditions. We are currently serving 67 small businesses (vendors) and attract approximately 3,000 visitors each week to engage with the market, with local business owners, and with the City of Forest Grove.

The market has been a wonderful resource for our low-income neighbors. We have the technology for people who use SNAP (Supplemental Nutrition Incentive Program), WIC (Women, Infants, and Children), and the Senior Farm Direct Nutrition Program to purchase fruits and vegetables with their benefits, and Adelante Mujeres matches these purchases up to \$5 per market visit. Additionally, many of the participants in our programs, most of whom are low-income, receive vouchers to assist with purchasing fresh fruits and vegetables on a weekly basis, supplementing their food budget to ensure a healthy diet for their entire family.

We are gratefully requesting \$7,500 to support the continued growth of the market to maintain vouchers and matching incentives, host cultural events and entertainment, increase recycling opportunities and knowledge, and continue nutrition education and cooking demos for children and adults.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 3,000+
500 low-income families, 67 small business owners (vendors), and 3,000 weekly market visitors.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes
If so, amount received \$6,350

Has the sponsor received a Community Enhancement grant for the current year? Yes
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

We received a Forest Grove CEP grant for our 2019 Forest Grove Farmers Market season. With your support, our Farmers Market season was a great success, serving approximately 2,800 market visitors each week. We provided market opportunity for 67 vendors, including 18 new vendors. Low-income community members were supported in purchasing local, healthy foods by utilizing \$44,017 in nutrition incentives; \$18,928 in purchases with SNAP, WIC, and Senior FDNP and \$25,809 in purchases using matching funds for SNAP, WIC, and FDNP and in vouchers that Adelante offers to participants of our programs. Additionally, the Waste Center at the Farmers Market diverted from the landfill 3,264 plates, 2,958 napkins, and 3,041 cups.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Costs are based on expenses from previous project years

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	3,500	5,562	50,000	
Supplies	1,000	2,906	10,000	
Capital		3,326		
Materials		500	1,602	
Other (please explain):	3,000	5,000	10,000	
Nutrition incentives/vouchers				
Total	\$ 7.50	\$ 516.79	\$ 71.60	\$ 0.00

Total Estimated Costs: \$ 96.40

% of Total Budget provided by Sponsor: 1800.00

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Adelante Mujeres, or the Sponsor's, portion of the costs are secured through vendor booth fees (earned income) and foundation and government partners. Some of our current funding includes the Tualatin Soil and Water Conservation District, USDA Farmers Market Promotion Program, and Legacy Health.

G. Will the project be completed with the proposed funding or will future funding be necessary?

We continue to increase partnerships each year to cover expenses for the growing market, including increases to support additional nutrition matches and vouchers, expanding to include more vendors, and enhancing our recycling and waste reduction center.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

The Forest Grove Farmers Market is enhancing economic, environmental, and social sustainability through a multi-pronged approach.

Economic Sustainability: The Market provides small, local, and predominately Latinx businesses access to market opportunities through accessing 3,000 market visitors per week and providing access for vendors to accept SNAP, WIC, and SFDNP dollars. We also offer nutrition education opportunities for families to learn how to stretch their food budgets while eating healthy.

Environmental Sustainability: We encourage each of our market vendors to reduce disposable packaging and provide tips and resources to vendors. Additionally, each year, we are able to expand the Waste Center at the market, providing composting and recycling centers and using reusable products when possible. We also provide educational materials on reducing, reusing, and recycling.

Social Sustainability: We expand access to fresh fruits and vegetables to our low-income community through matching incentives for purchases using SNAP, WIC, and SFDNP, as well as vouchers to our program participants. Additionally, we host cultural events at the market, allowing for cross-cultural exchange throughout our community.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

We anticipate distributing incentives at the start of the market season (May 2020). Existing funding will cover these and other costs until CEP funds are announced and awarded. The timeline for project tasks include:

April - Contact and outreach with WIC staff, Senior and Community Center Staff, and other Senior organizations, to promote programs.

May – Matching incentive program begins with SNAP customers.

June – Incentives begin for WIC & Senior FDNP customers. Special events and activities are provided.

September – Necessary budgeted supplies and materials are purchased after CEP award notification.

December – SNAP Match & other nutrition incentive programs conclude.

Jan. 2019 – Program evaluation

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

Adelante Mujeres created and has been managing the Forest Grove Farmers Market since 2005. We have been fortunate to have received and managed CEP grants and associated projects since 2006. We have been distributing and tracking nutrition incentives and vouchers since 2009. Our Nourish the Community Manager, Kaely Summers, has been coordinating market activities since 2011 and has provided all data and project outcomes tracking for the CEP Farmers Market grants since that time. She currently serves as the Chair for the Oregon Veggie Rx Coalition and serves on the Oregon Farmers Market Association Board of Directors.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

We will continue to work with Washington County's Services offices such as DHS, WIC, FG Senior and Community Center, Ride Connection and the office of Aging and Veteran Services in order to promote services for the market to Forest Grove residents who have low incomes. Virginia Garcia Memorial Health Center continues to collaborate to help identify and recommend members of our Latinx community who have low incomes and who have or are at risk of having nutrition-related illnesses to participate in our Produce Rx Program that promotes healthy lifestyles. We also partner with many local corporations whose staff assist with volunteer opportunities during the market season.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The Forest Grove Farmers Market is not operated on private land, but rather is located on Main Street, in collaboration with the City of Forest Grove.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Adelante Mujeres Tax ID # 03-0473181
 (N/A for City Board or Commission)
 Contact Person: Rose Walker, Grants Officer Daytime Phone: 503-992-0078
 2030 Main St., Suite A (Phone) 503-992-0078 x 208 Email Address: rwalker@adelantemujeres.org
 Address: _____
 City: Forest Grove State: OR Zip: 97116

Signature: Bridget Cooke Digitally signed by Bridget Cooke
 Date: 2020.03.16 11:53:47 -07'00'

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Place-Based Community Gardening for Low-Income Latinx Families \$ 10,000

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	Clear .75-acre vacant land and develop a community garden space at Bienestar's Juniper Gardens Apartments. Provide Sustainable Agriculture classes to community gardeners.
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input checked="" type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	Increase awareness of local flora and fauna through nature education classes and placing pictures around the community garden to identify plants and wildlife and better understand their benefits. We will also host classes on beekeeping, how to care for living organisms in the soil, and how to use insects in pest management.
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	The community garden will serve low-income, Latinx, farmworker families who live at the Juniper Gardens Apts. and low-income participants in our Produce Rx Program.

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: 7/01/20 Project Completion Date: 6/30/21

Adelante Mujeres will coordinate with Bienestar to develop a .75-acre area into a community garden space for low-income Latinx families. The garden will be located on the property of Bienestar's Juniper Garden Apartments, where the majority of residents are low-income Latinx farmworkers. The garden plots will be open to residents of the apartments, participants in Adelante's Produce Rx Program, and to other Latinx community members. This project will be a great step toward assisting low-income Latinx families to enhance access to green spaces, experience habitat connectivity, increase fruit and vegetable intake, and develop regenerative practices of caring for the earth and its organisms. Our program will consist of the following components:

Regenerative Agriculture: A twelve-week Spanish language course for participants at the community garden to learn to grow produce using regenerative agricultural practices. The course covers topics such as farming techniques, soil maintenance, crop planning, drip irrigation systems, and natural pest management.

Place-Based Community Gardening: Collaborate with Bienestar to build a .75-acre community gardening plot for farmworker families who live at their Juniper Gardens Apartments. Gardening plots will also be open to families of patients at Virginia Garcia who have, or are at-risk of, diet-related illnesses and participate in our Produce Rx Program.

Nature Education: We will provide activities for adults and children on topics that help to better understand their connection to nature and ecosystems, including classes on beekeeping, planting an orchard, and posting pictures around the property of the local flora and fauna with an explanation of what they are and their benefits.

Nutrition Education: Help families to understand the connection between their health and the produce they are planting and harvesting. Workshops will be provided for families to learn how to can foods, sustainably grow cultural foods and herbs that are hard to access in Oregon, and prepare meals with ingredients they may not be familiar with.

CEP funds will help us to develop the community garden by assisting with direct program expenses, including staff time to create the garden, recruit families, teach classes, collaborate with partners, acquire necessary permits, and other program activities. Funds will assist with purchasing gravel for the parking area, wood for raised beds, flora/ fauna identifiers, parts for rebuilding the fence in the garden, and utility and water fees.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

60

Who will benefit if this project is funded?

Low-income Latinx farmworker families/residents at Bienestar's Juniper Gardens Apts & Latinx participants in Adelante's Produce Rx Program, who have, or are at a high risk of developing, diet-related illnesses.

Has the sponsor received a Community Enhancement grant for this project in the past? No
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year? Yes
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

We received a Forest Grove CEP grant for both our Forest Grove Farmers Market and our Capital Campaign. With your support, our Farmers Market season was a great success, serving approximately 2,800 market visitors each week. We provided market opportunity for 67 vendors, including 18 new vendors. Low-income community members were supported in purchasing local, healthy foods by utilizing \$44,017 in nutrition incentives such as SNAP, WIC, Senior FDNP, and matching funds and vouchers that Adelante offers to participants of our programs.

Our Capital Campaign has been a great success. Your support helped us to leverage funds to completely renovate our building in downtown Forest Grove, specifically, to build new ECE classrooms. Our staff moved back into our office space in September 2019 and we welcomed our first class of Early Childhood Education students into our building. In Fall 2020 we will expand our on-site ECE classes to serve more students.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?
Quotes/Estimations/Previous Projects

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	7,500	0	30,700	0
Supplies	1,000	1,000	800	800
Capital	0	0	0	0
Materials	1,500	1,000	700	0
Other (please explain):	0	2,100	1,000	0
Permits/Insurance/Travel/Etc				
Total	\$ 10.00	\$ 4.10	\$ 1,531.70	\$ 800.00

Total Estimated Costs: \$ 2,345.80
 % of Total Budget provided by Sponsor: 2600.00

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

We do have secure funding from private foundations and local governmental agencies for the sponsor's share of the personnel expenses, travel, and meals. For materials and supplies, we have received some local, in-kind donations. We also have pending grants to local foundations to assist with additional expenses.

G. Will the project be completed with the proposed funding or will future funding be necessary?

We will be able to develop the community garden and acquire the resources needed for families to begin gardening. We'll also be able to develop the nature and nutrition education workshops and activities for families. We will have continued expenses, such as water costs, replenishing supplies, and others for which we will continue to raise funds and build collaborations to assist with the sustainability of this project.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

The Juniper Community Garden Project is aligned with the following goals of the City of Forest Grove:

- 1) Improve the appearance or environmental quality of the community - Adelante will collaborate with Bienestar to develop a vacant .75-acre lot at their Juniper Gardens Apartments to create a beautiful community garden space for low-income Latinxs. The land will be used to grow vegetables using regenerative agriculture, caring for the land and soil, while creating a space that welcomes local flora and fauna.
- 2) Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them - We will provide nature education classes for adults and children at the community garden to raise awareness of the local flora and fauna in the region, how to attract insects that can be useful to plants, beekeeping, and other activities.
- 3) Benefit youth, seniors, low income persons and/or underserved populations - We will serve low-income Latinx families in the community garden, including farmworker residents at the Juniper Gardens Apartments and participants of the Produce Rx Program who are at-risk of developing diet-related illnesses.

These activities will enhance economic sustainability by supplementing their food budgets, freeing up other discretionary spending, and reduce health care expenses by reducing risk for diet-related illnesses. Additionally, the more families we can engage in nature education, outdoor experiences, and regenerative agriculture, the more conscious and aware our community will be in taking care of our environment.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

We have already begun clearing the land at the Juniper Gardens Apartments to transform it into a community garden space. We anticipate the following timeline for the startup of the community garden.

*March - June 2020: Continue clearing land for garden space, recruit families to participate, and acquire all applicable permits and insurance.

*July 2020: Complete garden boxes, assign plots to families, deliver a sustainable agriculture course, and assist families in growing and harvesting their crops using regenerative methods.

*July 2020 - June 2021: Deliver workshops and activities for nature and nutrition education and collaborate with partners to host workshops on topics such as sustainable land management, encouraging local wildlife, growing a year-round pantry, seed saving, and more.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

Our Sustainable Agriculture Team has been delivering culturally-responsive regenerative agriculture classes for small farmers and community gardeners since 2005 and has been providing nutrition education since 2012. Due to our culturally-responsive and holistic approach, we have built strong partnerships with organizations that compliment and enhance our work for nature and nutrition education. Our direct program staff has decades of experience in assisting the Latinx community in utilizing regenerative agricultural practices to care for the environment and to lead healthy lives.

We have been fortunate to have received Forest Grove CEP funds since 2006 to support our work and we also have a strong track record of managing large and small governmental and foundation grants and reporting processes.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

We are working with the following organizations on developing and implementing the community garden:
Bienestar: collaborating to build the community garden at Bienestar's Juniper Gardens Apartments, providing access to garden space, fresh, affordable vegetables, nature education, and regenerative farming practices to farmworker families living at Juniper Apartments and other Latinx community members.

Virginia Garcia Memorial Health Center: refers low-income Latinx patients who have or are at risk of diet-related illnesses to Adelante's Produce Rx Program for nutrition education. Produce Rx students will have access to the community garden.

Tualatin Soil and Conservation District: creating a collaboration to provide educational workshops to families at the community garden on habitat connectivity and land conservation.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

This project will be located on Bienestar's residential property, the Juniper Gardens Apartments, which is a 501(c)3 nonprofit organization.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Historic Landmarks Board Tax ID # N/A
 (N/A for City Board or Commission)
 Contact Person: Holly Tsur (HLB Chair) Daytime Phone: (503)372-9845
 Address: 1222 35th Avenue Email Address: holly.tsur@gmail.com
 City: Forest Grove State: Oregon Zip: 97116

Signature: _____
 Signed electronically below due to Coronavirus restrictions and inability to sign electronically.
Holly L. Tsur

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Historic Landmarks Board Preservation Grant Program \$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	The proud character of well-maintained and accurately restored historic buildings anchors the community's identity and provides a strong historic image for the entire community.
<input checked="" type="checkbox"/>	Reduce the amount or toxicity of waste	The greenest buildings are ones that have been restored rather than torn down and adding more waste to landfills.
<input checked="" type="checkbox"/>	Increase reuse and recycling opportunities	Wherever possible, the HLB encourages preservation and restoration of existing structures and construction materials rather than replacement.
<input checked="" type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	In the past, HLB has funded Preservation Grants for A.T. Smith House that were awarded to Friends of Historic Forest Grove. FHFG have many renovation projects to be completed for the A.T. Smith House. It is likely we will be asked to fund additional projects for FHFG in the future. Their 501(c)(3) # is EIN 93-1057974.
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	N/A
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	N/A
<input checked="" type="checkbox"/>	Result in improvement in safety	Projects we fund, such as chimney repairs and earthquake retrofits, result in improved public safety.
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	Our grants benefit seniors, minorities, and others on fixed and/or low incomes because they help offset extra costs in maintaining historic properties. All citizens benefit, particularly youth, from greater historical connection with the past.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 1, 2020 Project Completion Date: Within 1 year

CEP funds will be used to continue Forest Grove's now 23-year old Historic Preservation Grant Program. Eligible recipients of our grants include owners of properties listed on the Forest Grove Local Historic Register and owners of contributing properties in Forest Grove's three historic districts -- Clark, Painter's Woods, and Walker-Naylor.

The Preservation Grant Program helps eligible property owners retain historical and architectural integrity of their properties by funding a portion of their renovation costs to maintain and improve building exteriors and foundations. The HLB requires that grant recipient renovations remain consistent with the structure's architectural heritage. This helps property owners afford historic renovations where they might otherwise opt for less expensive and less historically accurate alternatives. Because Historic Design Standards and Guidelines were codified into Forest Grove's building codes in 2016, we expect Historic District property owners to continue to face additional requirements that will increase the cost of some projects over the years ahead.

Preservation Grant Program funds pay for themselves well beyond CEP grant amounts awarded to the program. (Please see HISTORICAL FINANCIAL SUMMARY table in the addendum on p. 5.) What's more, it is widely recognized that historic districts improve property values and attract new residents. The Preservation Grant Program also helps to economically support the local building community because we encourage property owners to hire local contractors. In addition, the program helps economically support other local businesses by increasing tourism encouraged by historic neighborhoods.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

All residents

Who will benefit if this project is funded?

Everyone due to greater historic connection, community beautification & tourism.

<p>Has the sponsor received a Community Enhancement grant for this project in the past? <u>Yes</u> If so, amount received <u>\$ 4,950.00</u></p> <p>Has the sponsor received a Community Enhancement grant for the <u>current year</u>? <u>Yes</u> If so, is the project completed? <u>No, partially complete</u></p> <p>Please provide a brief summary of services for <u>current year</u> grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.</p> <p>Historical preservation assisted by our grant program would continue to have positive long-term financial benefit for the city and its residents. On p 5, see Addendum including HISTORICAL FINANCIAL SUMMARY for ongoing ROI over the past 23 years, as well as PROJECT SUMMARY FY19-20 for ROI for projects funded in the current fiscal year. As of our December meeting, we awarded property owners with all available FY19-20 CEP funds amounting to \$4,950 + \$181 rollover from FY18-19, plus \$50 Intel Corporation donation availing \$5,000 for our grants. We also reduced grant amounts by half (\$500) awarded to our last two applicants due to lack of funds. This occurred without mailing promo materials as in past years. Had we done so, we would have likely awarded significantly more funding over the six remaining months. We believe continued growing interest in our grants has much to do with growing public awareness of our program tied to various factors. However in FY20-21, due to Coronavirus economic impacts, we anticipate strong need for funding by applicants facing financial hardship while needing critical repairs such as leaky roof mitigation</p>
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E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Based on average 570% ROI over 23 years X \$10,000 CEP Grant

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 0.00	0	N/A	N/A
Supplies	\$ 0.00	0	N/A	N/A
Capital	\$ 10,000.00	0	57000	0
Materials	\$ 0.00	0	N/A	N/A
Other (please explain):	\$ 0.00	0	N/A	N/A
Total	\$ 10,000.00	\$ 0.00	\$ 57,000.00	\$ 0.00

Total Estimated Costs: \$ 67,000.00

% of Total Budget provided by Sponsor: 0.00%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes; property owners apply for grants when they have financial means to cover the remaining 50 percent of total project cost or greater.

G. Will the project be completed with the proposed funding or will future funding be necessary?

Project will be completed within one year. The Preservation Grant Program is separately funded each year.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

Historic preservation provided by the Historic Preservation Grant Program greatly encourages sustainability because emphasis is always placed on using or repairing existing materials and structures. The adage, "The greenest building is one that is already built," applies well here. Forest Grove's historic buildings are especially green because, due to their age, many might have been repeatedly demolished and replaced with new structures had they not been repeatedly restored throughout the decades. As a result of these restorations, not only has consumption of new construction materials minimized, fewer demolished materials have been sent to landfills.

The Historic Preservation Grant Program helps sustain the cultural heritage of our entire community. The HLB encourages historic property owners to investigate the original architectural characteristics of their historic homes and businesses, the period in which those buildings were built, and the materials and techniques used to construct those buildings. The result is historically accurate properties from which we can all benefit.

Through tourism and the projects themselves, our grant program also helps sustain the economic viability of local businesses in the Forest Grove community. The HLB encourages property owners to select local contractors and materials suppliers when making historic restorations. The economic viability of other commercial interests, such as restaurants and stores, is also sustained through increased tourism associated with Forest Grove's historic neighborhoods.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

Early each grant cycle, HLB sends mailers to historic property owners about our grant funding. While projects are underway, owners must post signage in their front yards advertising the program. Residents also learn about the program from word-of-mouth. Later in the grant cycle, if funds remain, we again send mailers about fund availability. We ask Friends of Historic Forest Grove to send eBlasts about our grants to their members and to their Facebook page. Before projects begin, property owners submit an application and multiple bids. We review grant requests on a first-come/first-served basis. For each request, we determine applicability and grant amount, and evaluate if request meets program requirements. If so, we approve request. We ask owners to complete projects within time specified on application, and work with them if extension is needed. At project completion, an HLB member inspects project before funds are disbursed. Grant cycles run from 7/1 through 6/30. If funds are still available, applicants can apply. They can also apply for a second grant after April 1 if their first project is complete.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

Since 1997, the HLB has managed this program with increasing success. Over the past 23 years, the program has not only helped to improve the historic nature of our city, but through HLB project input and financial assistance, many historic preservation projects have been enhanced by property owners to improve the historical accuracy of the work. We receive many appreciative comments from the beneficiaries of these grants.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

No; the Historic Preservation Grant program does not require coordination with other public or private organizations.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Projects are all located on private property. Public permission is not needed from property owners in connection with Historic Preservation Grants. In most cases, the effects of Historic Preservation Grants are visible to the public from public properties such as sidewalks and streets.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

ADDENDUM

Historical Financial Summary

Fiscal Year	CEP Grant	Preservation Grants	Total Cost of Renovations	Impact Multiplier
1997-98	\$5,110	\$3,965	\$16,000 (est.)	4.04
1998-99	\$7,000	\$10,171	\$41,345	4.06
1999-00	\$7,000	\$6,782	\$38,954	5.74
2000-01	\$12,000	\$8,610	\$48,592	5.64
2001-02	\$12,000	\$16,475	\$48,791	2.96
2002-03	\$10,000	\$15,484	\$79,842	5.16
2003-04	\$10,000	\$9,002	\$52,201	5.80
2004-05	\$11,500	\$11,269	\$37,233	3.30
2005-06	\$13,500	\$13,428	\$56,223	4.19
2006-07	\$10,000	\$4,790	\$11,820	2.47
2007-08	\$8,000	\$5,636	\$21,435	3.80
2008-09	\$5,600	\$5,600	\$37,430	6.68
2009-10	\$7,000	\$7,000	\$21,578	3.08
2010-11	\$7,500	\$7,485	\$33,485	4.47
2011-12	\$7,790	\$3,164	\$24,533	7.75
2012-13	\$4,050	\$4,050	\$27,821	6.87
2013-24	\$4,696	\$3,000	\$26,270	8.76
2014-15	\$4,585	\$2,795	\$18,392	6.58
2015-16	\$7,524	\$6,308	\$58,223	9.23
2016-17	\$5,950	\$5,000	\$38,587	7.71
2017-18	\$7,675	\$7,225	\$54,411	7.53
2018-19	\$7,975	\$7,794	\$56,089	7.01
2019-20	\$4,950	\$5,000	\$41,084	8.22
Totals	\$181,405	\$170,033	\$890,339	5.70 (average)

PROJECT SUMMARY FY19-20

House Name, Address	Project	Cost	Grant	Multiplier
Ireland House	Painting	\$9,800	\$1,000	9.80
Drazdoff House	Porch Stabilization	13,034	1,000	13.03
Beal-Toplin House	Porch Repair	4,489	1,000	4.49
W.R. Taylor House	Re-roofing	10,786	1,000	10.79
King Stanley House	Window Repair	2,975	500	5.95
William & Ida Coon House	Earthquake Retrofit	3,880	500	7.76
Summary:		\$41,084	\$5,000	8.22

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Rebuilding Together Washington County Tax ID # 93-1120908
 (N/A for City Board or Commission)

Contact Person: Joan Goldhammer Daytime Phone: 503-644-4544

Address: 12550 SW 3rd Street Email Address: rtwc@togwc.org

City: Beaverton State: Or Zip: 97005

Signature: Joan Goldhammer Digitally signed by Joan Goldhammer
Date: 2020.03.16 15:29:27 -0700

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Critical Repair Program \$ \$ 4,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or <i>environmental quality</i> of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input checked="" type="checkbox"/>	Increase reuse and recycling opportunities	We re-cycle lumber from repair projects whenever possible.
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input checked="" type="checkbox"/>	Result in improvement in safety	<small>Free repairs and modifications help prevent falls and increase mobility and mitigate potential fire and electrical hazards.</small>
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	All recipients must meet HUD Low-Moderate Income Standards for our area. Majority of them are seniors-persons with disabilities, veterans and families with children.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 1, 2020 Project Completion Date: June 30, 2021

Our Critical Repair Program houses our Urgent Repairs Program and our Accessibility Modifications Program. Its' purpose is to address hazards and impediments to safety that pose a threat to the health and/or safety of under served homeowners. The free modifications and repairs we do help keep seniors and persons with disabilities living independently in their own homes. It is an economic reality that the cost of having to go to a skilled nursing facility or nursing home, should a homeowner sustain a fall that requires that level of care is becoming astronomical. According to Genworth's Cost of Care Survey in Oregon a private room in one of these facilities costs \$9,977 per month, or \$119,724 annually. A semi-private option cost \$9,277 per month, or \$111,324 annually. Funds granted for this program are typically used for:

1. The purchase of lumber for wheelchair ramps, (\$1,800 for one ramp we completed in Forest Grove recently), lumber for repair or replacement of rotted stairs, grab bars, handrails, ADA toilets and other supplies necessary to install or build these modifications.
2. Other repairs that impact a homeowners safety or health may include the purchase of part for the repair of water heaters, or the purchase of new ones. Furnace part to restore heat to a home, replacement faucets for broken ones, toilet repair kits, outdoor lights for safety, electrical part and other materials necessary to implement these types of repairs.
3. A portion of funds received for this program are utilized to help offset the administrative costs of running the program by our 1.95 fte total staff. Associated program costs include volunteer and SAIF insurance, appropriate licensing and permits, and logistical support that may include rental of porta-potties, and lunches for the volunteers

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded?

7 households

extremely low/low/mod. income homeowners in Forest Grove.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes
If so, amount received \$ \$3,800.00

Has the sponsor received a Community Enhancement grant for the current year? Yes
If so, is the project completed? No, partially complete

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

The grant that we stated in past of \$3,800 was received by us in our current fiscal year ending 6.30.20 To date(3/4 way through current fiscal year) 6 extremely low/low households in Forest Grove were assisted by this program. A large wheelchair ramp was built, and for another homeowner, a smaller one built, A large hole in the kitchen floor repaired, a water pipe under a home that wasn't draining was repaired and partially replaced, new exterior doors were installed for safety, a thermostat was re-located so a homeowner who uses a wheelchair could reach it, several small plumbing repairs completed. Fire extinguishers and smoke detectors are also given to any recipient who does not have working ones when we make our homeowner qualification and assessment visitations. Value of materials, labor and supplies of these repairs is \$15,597.00. Impact on the community is increased safety and mobility.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Previous Projects 20+ years

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 1,500.00	8613		
Supplies	\$ 500.00			
Capital				
Materials	\$ 1,500.00	6500		
Other (please explain):	\$ 500.00	2355		
<small>purchased trades labor if needed, vol support costs</small>				
Total	\$ 4,000.00	\$ 17,468.00	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 21,468.00

% of Total Budget provided by Sponsor: 81.37%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Based on most of our funders grant cycles we have only fairly recently been able to apply for 20/21 funds: Hoover Family Foundation- \$5,000 pending, past sponsor.

Disability, Aging & Veterans Services sponsor for 15+ years- in process of renewing contract. (we complete repairs for jointly qualified clients). Hillsboro ELks- \$10,000 confirmed.

G. Will the project be completed with the proposed funding or will future funding be necessary?

We have had to suspend most operations at this point in time due to the outbreak of Covid 19. We are still responding to phone calls and e-mails and working from home. This is due to our concern for our volunteers and for our vulnerable homeowners. We plan to resume when safe.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

Your Vision Statement mentions the goal of having neighborhoods replete with various affordable and accessible housing options. We believe we contribute to this goal by repairing and rehabilitating homes to help preserve them, and the accessibility modifications we make provide some homeowners the option of remaining in their own homes instead of having to move to an assisted housing facility. While our program may assist any homeowner who meets HUD LMI income guidelines, the majority of our recipients (65-70%) are seniors or persons with disabilities, in alignment with Forest Grove's goals of focusing on programs that benefit seniors and under-served residents in Forest Grove. The tradition of neighbor helping neighbor is alive and well as our "Fix-it- Squad" volunteers respond to the needs of homeowners in need in Forest Grove and throughout Washington County. Another one of our programs; Community Alliance for Home Repairs helps prevent possible eviction and homelessness by providing exterior paint jobs, some siding repairs, gutter re-attachment, and yard clean ups. Homeowners renting space for their owned manufactured homes are often given notice that they face eviction if they cannot maintain the exterior of their homes to park's standards. This is often impossible due to finances and/or physical limitations. If they were evicted it can cost up to \$5,000 to move a manufactured home and if it is older, it would not be accepted in any other manufactured home park.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

As our repairs and accessibility modifications are performed throughout the year, we can't maintain a projected time schedule of completion of each task. However, below is a brief overview of how this program functions:

1. We receive an application in the mail or e-mail, or a telephone call requesting assistance. We are referred through 211, Disability, Aging & Veterans Services, other social agencies or homeowners locate us through on-line searching or word of mouth.
2. The homeowner is notified in writing that we have received their application and that we will contact them to make an appointment to assess their needs and verify their eligibility. In case of extreme urgency; arcing electrical outlets, a burst pipe etc. our process is accelerated.
3. Our program manager after visiting the homeowner & seeing they meet our criteria, will then assign the repair to one of our Fix-It-Squad volunteers, or if necessary a licensed electrician

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

On April 25, 2020 we were scheduled to hold our 27th National Rebuilding Day event that is part of our Community Alliance for Home Repair Program. On this day, several hundred volunteers come together to paint homes (please see H above), repair or replace siding or skirting, clean up yard debris, install windows for egress and ingress, repair dry rotted floors, and complete some projects that fall under our Critical Repair Program. These may include the building of wheelchair ramps, repair or replacement of stairs, installation of handrails, plumbing repairs and electrical repairs. Our program manager who helps recruit volunteers has been involved with our organization for over 15 years, serving as a skilled volunteer house captain and board member in the past. Our "Fix it Squad" volunteers are dedicated skilled members of the community who, for the most part have been with us for 10 or more years.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

We coordinate some repairs under the Critical Repair Program with Washington County Disability, Aging and Veteran Services. They refer homeowners to us who meet our criteria as well as theirs, and we refer back to them some homeowners that apply first to our program for assistance. We have in the past, and continue to, work on some projects in partnership with Community Action Weatherization and the Washington County Office of Community Development in order to provide the maximum benefit to under-served homeowners. By using our volunteers skills and our own funds, we are able to leverage the funds of the other agencies as well.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Our work is completed either on a homeowner's private land in which case permission is granted at time of application, or when working in a manufactured home park where our client owns their home but rents a space, we seek the park's permission as to placement of porta-potties, drop boxes if needed, and approval of paint colors or building of a ramp. The Public Benefit is the reduction in possible hospitalizations or placement in a skilled nursing home due to falls or injuries or lack of accessibility of the home.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

City of Forest Grove
Community Enhancement Program Committee
P.O. Box 326
Forest Grove, Or 97116

March 24, 2020

Dear Committee Members, Mr. Paul Downey and Ms. Beverly Maughan,

Thank you for the opportunity to again approach the City of Forest Grove for funding assistance for our Critical Repair Program. During our last full fiscal year that ended June 30, 2019 we completed a total of 83 separate repairs and accessibility modifications under this program for underserved homeowners in Washington County.

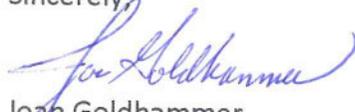
In Forest Grove, during this fiscal year 19/20 (ending June 30' 2020) to date we have put \$15,597 (includes materials, labor and services) worth of repairs and accessibility modifications into helping Forest Grove residents stay safe and healthy in their own homes. The projects ranged from the building of several wheelchair ramps, repairing and replacing broken stairs, grab bar installations, plumbing repairs, repairing and replacing doors, and other like repairs.

While we are taking a hiatus from our regular work schedule now in order to help protect our vulnerable client population and our volunteers, we plan, as soon as the green light is given, to resume the work we have been doing since 1994 to help low-income homeowners remain living in their own homes in health and safety.

We are still working from home; responding to mail, e-mail and phone questions, checking in on our homeowners that are scheduled to receive assistance as soon as it is safe to begin again. Keeping in contact with our "Fix-it-Squad" volunteers and seeking additional funding sources.

Thank you for giving this request your consideration.

Sincerely,



Joan Goldhammer,
Community Relations Manager

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Valley Art Association Tax ID # 93-0623083
 (N/A for City Board or Commission)
 Contact Person: Roylene Read Daytime Phone: 503-357-0311
 Address: 2022 Main Street Email Address: roylene.read@gmail.com
 City: Forest Grove State: OR Zip: 97116

Signature: 

PROJECT INFORMATION

A. Project Title **Amount Requested:**
\$ 4750

B. Mark all of the goals below which your project meets and explain how:

<input checked="" type="checkbox"/>	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	Showcases Forest Grove by bringing pride to our community in the form of Public Art
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input checked="" type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	Attracts people to Forest Grove. Stimulates business in our restaurants and stores.
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	Fee is affordable with opportunity to volunteer in lieu of fee. Everyone invited.

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: March 2020 Project Completion Date: Sept. 30, 2020

Valley Art Association will host its 30th annual Sidewalk Chalk Art Festival on Sept. 19, 2020. During this event, squares of sidewalk are numbered and drawn on by people of all ages and talent levels to create their works of art using vibrant colorful chalk. All who draw will register (rent) a square that includes a box of chalk that they keep. Local musicians and performers entertain event attendees during the day and people come not only to participate but to observe. The artwork draws attention from people who visit our city for many days and sometimes weeks following the event. The funding for this event is derived from the registration fees, the City of Forest Grove CEP Grant, business sponsorships and In-Kind support. Volunteers for the event come from Valley Art, Forest Grove High School students and community members. The CEP Grant will help pay for the chalk, entertainment, advertising, equipment rentals (stage, tent), and supplies.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

600 +

Who will benefit if this project is funded? _____

Has the sponsor received a Community Enhancement grant for this project in the past? Yes

If so, amount received \$ 4352.

Has the sponsor received a Community Enhancement grant for the current year? No

If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

Last year 579 squares were registered (the highest turn out ever recorded). Since many squares are drawn on by more than one person the number of people participating would be much greater than 579. Many people bring friends and families to watch. Many of the restaurants that are open have commented that they make more sales on Chalk Art day than any other day of the year.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?
previous years expenses plus inflation, need to order more chalk.

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$1700	\$9663		
Supplies	1135			
Capital				
Materials	1480	1480		
Other (please explain):	435	715		
Total	\$4750	\$11958.	\$ 0.00	\$ 0.00

Total Estimated Costs: \$16608.

% of Total Budget provided by Sponsor: 72%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

This Grant, registration fees and donations from local businesses provide the funding for this event. We never know what businesses may or may not supply support. Without the CEP grant it would be impossible to run this event. All labor is provided by volunteers.

G. Will the project be completed with the proposed funding or will future funding be necessary?

This project will be completed this year with funding. We apply for this grant each year.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

The Sidewalk Chalk Art Festival provides a wholesome venue for citizens and visitors to attend. It is the largest Chalk Art Festival in the Northwest and brings notoriety to Forest Grove. Other towns and cities reach out for information on how we have made out event a success. This event encourages people to try their hand at art and hones skills of all who participate. It keeps with the mission of Valley Art by encouraging beginning artists. It is a fun event that people look forward to.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

March-Write CEP Grant and begin planning meetings and search for entertainment performers.
March through September- Solicit volunteers.
May-June- High School Students submit drawings to be judged to use as advertising poster.
June- Contact City Light and Power to have banners hung on light poles and across Pacific Avenue. Take banner to Miracle Signs for updates.
July- Contact Waste Management to line up extra waste containers for use on day of event. Prepare letters to potential sponsors to be mailed by the 1st of August. Order Chalk. Apply for street closure permit. Begin publicity with local newspapers. Rent tent and stage for event day.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

This will be the 30th year that Valley Art has hosted this event. The number of attendees increases each year. Roylene Read has chaired the event for the past 17 years and has experience with scheduling and assisting with large events at Pacific University for 25 years before her retirement. She also was on the design team for the Ford Foundation Cohort Sundial project and has had her artwork in local shows. Philip Thias has extensive experience with the Forest Grove High School art department and has co-chaired the Sidewalk Chalk Art Festival since it began in 1991.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Yes, We work with the city to close the streets to traffic, sweep the streets and stop watering the hanging baskets prior to the event. We contact Waste Management to empty the trash containers around Main Street and provide with with extra trash containers to use during the event. Forest Grove High School art students compete to have their poster selected as our main advertising poster for the event. Some students also volunteer to sweep the sidewalks the night before the event and help with preping supplies. We work with the Chamber of Commerce to coordinate our two events (Corn Roast) with our entertainment. Other affiliates include UCC Church and News-Times.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

N/A

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: West Tuality Habitat for Humanity Tax ID # 93-1078791
 (N/A for City Board or Commission)

Contact Person: Virginia Ohler, Executive Director Daytime Phone: 503-359-8459

Address: 3731 Pacific Ave. (mail to PO Box 806) Email Address: executivedirector@westtualityhabitat.org

City: Forest Grove State: OR Zip: 97116

Signature: Virginia Ohler Digitally signed by Virginia Ohler
Date: 2020.03.30 13:18:16 -07'00'

PROJECT INFORMATION

A. Project Title

Amount Requested:

Home Preservation for Low-Income, Elderly, Disabled & Veterans

\$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

<input checked="" type="checkbox"/>	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	We improve the appearance of neighborhood eyesores, enhancing the community.
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	Many projects include yard cleanup. Green fill and many other materials are recycled.
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input checked="" type="checkbox"/>	Result in improvement in safety	Especially wheelchair ramps and grab bars.
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	All persons served meet HUD criteria for low-income. Most are also elderly and/or disabled.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: 07/01/2020 Project Completion Date: 06/30/2021

The project will begin July 1, 2020 and go until June 30, 2021, or until it runs out of funds. The prime season for repair is generally May through October. This year we are launching a special fall program for leaf and gutter cleanup. Requests for wheelchair ramps and grab bars are year-around.

This program serves low-income, elderly, disabled and veteran homeowners. All participants are at or below 80% of Area Median Income as determined by HUD. The majority of participants are Very Low Income, which is less than 30% of AMI.

Funds granted will be used to cover a wide variety of program costs:

1. Direct job costs: the bulk of grant funding will be utilized to cover the cost of materials which must be purchased. Many of our materials are donated or purchased at steep discounts, further stretching the impact of your contribution. Other direct costs include the costs of permits and licensed bonded subcontractors for services such as plumbing and electrical repairs which are always completed by qualified professionals.

2. Direct program costs: Grant funding may also be used to cover direct costs of operating the program in addition to job costs. Direct program costs include expenses such as personnel costs for the project manager, supplies, small tools, and transportation.

Grant funds are never used to defray indirect costs, such as general management, administrative, accounting or other expenses.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded?

~50

About 50 persons will benefit directly. We also work with local staff & suppliers.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes If so, amount received \$ <u>\$ 5,000.00</u>
Has the sponsor received a Community Enhancement grant for the <u>current year</u> ? Yes If so, is the project completed? No, partially complete
Please provide a brief summary of services for <u>current year</u> grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc. We are wrapping up projects begun under the 2019 grant year funding. Most projects are done, a small number of jobs are still in process. Last year, CEP graciously funded us with \$5000 for repairs. Completed projects to date include painting homes, building fences, cleaning up yards, weatherization, wheelchair ramps, siding repair and replacement, replacing flooring, replacing cabinets, and fixing leaks. Program funds have been expended.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Projections based on experience with prior projects.

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 1,000.00	19538	5000	250
Supplies	\$ 165.00	1485		
Capital				
Materials	\$ 8,785.00	465		6250
Other (please explain):	\$ 50.00	450		
Transportation				
Total	\$ 10,000.00	\$ 21,938.00	\$ 5,000.00	\$ 6,500.00

Total Estimated Costs: \$ 43,438.00

% of Total Budget provided by Sponsor: 50.50%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes. Other grants and pledges are in hand. Sponsors share comes from Operating Surplus.

G. Will the project be completed with the proposed funding or will future funding be necessary?

The projects for the 2020-21 grant year will be completed with the proposed grant-year funding.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

Forest Grove is primarily a residential community. Keeping homes safe and free of neglect raises home values for all the homes in the neighborhood as well as provides for additional safety and security of the persons living in the homes being served. This is sustainability at it's core: sustainability of the households that comprise our city.

The Home Preservation program meshes with the City Vision Statement in that it

- * accommodates the needs of community members to ensure their quality of life;
- * serves older residents;
- * helps preserve and promote distinctive neighborhoods;
- * enhances community vitality.

The program also meshes well with City Council Goal #2:

- * it enhances safe, livable and sustainable neighborhoods;
- * is a partnership which promotes and increases affordable housing.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

Requests for assistance are ongoing. There is a constant queue of jobs on any given day. When your funds are received, they will be matched up with any other funding received, stretched by the use of in-kind donations of materials and skilled labor, and utilized by teams comprised almost wholly of volunteers. Services will be provided until funds run out.

Actual out-of-pocket costs per job vary widely, from less than \$50 to \$5000 or more. City funds will be utilized to provide the greatest possible number of services possible. We anticipate an average cost per unit of approximately \$100.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

West Tuality Habitat for Humanity has more than 30 years' experience managing construction projects and grants.

In the last three years alone, we have completed dozens of repair projects and neighborhood cleanups. One particularly poignant recent example: We partnered with church groups and other social service agencies, to retrofit a home with wheelchair ramps, siding repair, new exterior paint, new interior flooring, new bathroom fixtures, and new interior paint. The lady of the house, who had been living in a care facility for more than five years, was able to return home and live once again with her husband and their little dog.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Yes, we work proactively to coordinate and collaborate with a wide variety of public and private agencies. Our collaboration is ongoing:

- * with the City for permits needed for individual projects;
- * with other area social service agencies to coordinate and streamline service deliveries. An example of this might be: Washington County HARDE program installs a new roof, Community Action replaces the windows, West Tuality Habitat installs gutters and paints the house.
- * with churches, fraternal and business organizations for crews of volunteers to complete the projects.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Public benefits of the project include accommodating the needs of community members to ensure their quality of life, providing services to older residents to help them remain at home Aging in Place, preserving neighborhood appearance and home values, preserving and enhancing community vitality, building rapport and a sense of community among folks who come together to perform services, promoting the safety, livability and sustainability of neighborhoods, and partnering to increase/maintain affordable housing. Permission is always obtained from all relevant parties prior to the commencement of any work.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

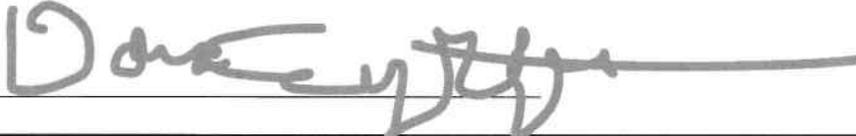
COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: FG Public Arts Commission Tax ID # N/A
 (N/A for City Board or Commission)

Contact Person: Dana Eytzen Daytime Phone: 503-502-31
3989 NW Porter Rd danazurcher@gmail.com

Address: _____ Email Address: _____

City: Forest Grove State: OR Zip: 97116

Signature: 

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Lifting up our community \$ 10,000

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	Mini-grants and sponsorships help fund many arts programs in the community, which improves the appearance and quality of our community.
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input checked="" type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	Mini-grants help fund theater events for children, Chalk Art Festival
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	A requirement of a mini-grant is that the activity or product of the activity is available to all citizens at no cost. This is particularly beneficial to low income and under served populations.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: 7-1-2020 Project Completion Date: 6-31-2021

The Public Arts Commission recently approved a three year strategic plan which includes among other things the continuation of our mini grants process, implementing a new sponsorship funding category and also increasing our promotion and awareness of public art in Forest Grove.

We are requesting a total of \$10,000.

Seven thousand will award up to fourteen (14) mini grants not to exceed \$500 each. The mini-grant process is well established and has been used as a means for a number of non-profit organizations in the city to bring art activities and programs to the population. Valley Art, Adelante Mujeres, FGSD, Theatre in the Grove, Community School (to name a few) are all organizations that have been able to enhance their performing, literary and visual arts efforts because of mini-grants.

Three thousand dollars (up to 6 sponsorships not to exceed \$500 each) will be utilized for sponsoring local events and projects which bring accessible art to the community. This category differs from our mini-grant process in that it is intended to support more events and repeat organizations, freeing up the mini grants for new and emerging projects.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 1000+

The organizations and community members who participate in the programming.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes
If so, amount received \$ 4,200

Has the sponsor received a Community Enhancement grant for the current year? Yes
If so, is the project completed? No, partially complete

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

To date, the funds have provided five mini-grants and one sponsorship for five arts-related community programs. They provided seed money for live entertainment at the Chalk Arts Festival, a professional organist for the Messiah Sing-Along, art supplies for participants to use for the Ghost Net Landscape project, and publicity for the Valley Art Annual Artist Event, the 97116 Art Show, and the Gateway Film Festival. Combined attendance at these events totaled several thousand community members, who benefited from participation in a variety of cultural activities at no charge. We fully expect that the remaining balance of \$1200 will be expended to support additional arts programming by the end of the fiscal year.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?
previous projects

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services				
Supplies				
Capital				
Materials				
Other (please explain):	10,000	2,500		
mini grants, sponsorships				
Total	\$ 10,000.00	\$ 2.50	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 12,500.00
 % of Total Budget provided by Sponsor: 20.00%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes. We have discretionary funds to contribute to our efforts. We are also continuing to fundraise for projects through our ongoing programming.

G. Will the project be completed with the proposed funding or will future funding be necessary?

We will continue to award mini-grants as well as sponsorships and will seek to fundraise to support these efforts.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

Promotion of the mini grants would begin immediately through the City web site, social media, and mainstream advertising using the local paper. The mini grants are received monthly - all year long - by PAC and are evaluated and funded immediately. The funds are made available after the event and the submission of documentation that monies were spent in the manner outlined in the grant application. Preference is given to groups serving underrepresented portions of the community; children, seniors, low-income and Latinos and groups providing a substantial in-kind contribution via volunteer support and/or donation of goods and services.

Again, the primary caveat of mini grants is that the activity be available at no cost to participants. This process would begin immediately and would be completed by the end of the CEP funding cycle. We are hoping to implement the sponsorship process in 2020 and throughout the year.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

The Public Arts Commission has a proven track record of successful mini grant projects over the last eleven years. The two major art acquisition projects have given the community four distinct pieces of art - three benches within the downtown and Tres Novum in Lincoln Park. Additionally, PAC collaborated with the Library Foundation to complete the fundraising necessary to construct Molly's Garden on display in the main foyer of the library. The management of these projects - and future projects - is set forth in our bylaws for continuation at a consistent level by new commissioners as they join PAC.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Mini grants are all collaboration with other organizations. Which organizations those will be will be determined by the grants awarded. We are also going to work with community organizations to help sponsor key events and activities. This process will mirror the mini-grant process and has already been started.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Does not apply.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.



A place where families and businesses thrive.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Old Town Forest Grove Tax ID # 82-2220667
 (N/A for City Board or Commission)

Contact Person: Brian Schimmel Daytime Phone: 503-388-2204
 Address: 2417 Pacific Ave Email Address: brianhschimmel@gmail.com

City: Forest Grove State: OR Zip: 97116

Signature: Brian Schimmel Digitally signed by Brian Schimmel
Date: 2020.04.02 16:29:56 -07'00'

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Youth Services Initiative \$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or environmental quality of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input checked="" type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	Provide for pro-social activities for youth, particularly in recreational and life-nurturing areas
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	Provide for basic human services that improve wellbeing, particularly for low income and under-served populations.

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: Oct 2019 Project Completion Date: 2022

The loss of a home or lack of basic needs is a traumatic experience for anyone but especially for children. A major consequence of poverty for children is a disruption in their education and of risk of serious mental health issues, including suicide. Providing resources and continuity of education and access to pro-social activity is vital not only for children’s short-term mental health and emotional well-being but also for their future academic success and economic stability. We aim to end the cycle of intergenerational poverty by putting youth & families on a path toward stability and self sufficiency.

The Youth Services Initiative is formed in collaboration with Pacific University and Forest Grove School District to close the gap in youth services and pro-social programs for our local youth. Our goal is to restore and strengthen the well-being of youth & families and help everyone to reach our potential. Key focus areas: basic needs (human services) and social needs (out of school time). Youth = ages 0-25; grade school – high school, plus foster care exits. Services = resources and support for kids at-risk or experiencing hardship: i.e., outreach assistance, support services, food, clothes, transportation, furnishings, motel vouchers, facilities lease, assistance with employment and housing, plus access to out of school time activities (sport, clubs, after school programs, etc.), to name a few.

Our program will employ best practices and developmental research from academia and nonprofits that support youth: 1) Include participation of youth and support youth autonomy; 2) identify systemic barriers to full participation in services; 3) develop extensive community networks and customized services; 4) develop personal connections with the youth and power sharing; and 5) skill building will emphasize life skills vs social skills.

We believe that it is vital to our community that young people are nurtured and encouraged to achieve their full potential. Poverty has long-lasting, destructive consequences for children. Many of our youth and their families need basic support and resources to have a chance. Meeting their basic needs and social needs is an imperative for their wellbeing and for building a healthy community.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 5000

Youth and families experiencing social and economic hardship

<p>Has the sponsor received a Community Enhancement grant for this project in the past? No If so, amount received \$ _____</p> <p>Has the sponsor received a Community Enhancement grant for the <u>current year</u>? Yes If so, is the project completed? Yes</p> <p>Please provide a brief summary of services for <u>current year</u> grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.</p> <p>SHOWER TRAILER Completed in October, 2019, the trailer was constructed with donated labor and materials, at two thirds the cost of a retail unit. The only one of its kind in Washington County, over 1000 showers have been provided since November 2019. The trailer has been utilized by Open Door day center, Winter Shelters in Forest Grove and Cornelius, and recently by the City of Beaverton at there shelter.</p> <p>TEMPORARY EMERGENCY SHELTER Completed April 1, 2020, the program administered a seasonal shelter program from November to March. The program also completed a grant project the previous CEP cycle.</p>

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Previous projects and nonprofit partners

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 5,500.00	55000	20000	
Supplies	\$ 2,500.00	4000	1500	
Capital				
Materials	\$ 2,000.00		1000	
Other (please explain):				
Total	\$ 10,000.00	\$ 59,000.00	\$ 22,500.00	\$ 0.00

Total Estimated Costs: \$ 91,500.00

% of Total Budget provided by Sponsor: 64.48%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes, sponsor's share is secured. Other funding sources include: Forest Grove Foundation (Community Connection), Southminster Foundation, Forest Grove School District, Pacific University, HomePlate Youth Services

G. Will the project be completed with the proposed funding or will future funding be necessary?

Future funding is a high probability given the magnitude of inter-generational poverty in our society and local community. Effort is already underway to cultivate alternative funding streams.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

The Youth Services Initiative enhances social equity in Forest Grove by addressing disparities in resources and opportunities to youth experiencing social and economic hardship, notably for low-income and under-served youth and families. The initiative buoys the city's vision "Forest Grove is Home to ... Young people who are nurtured and encouraged to achieve their full potential" by ensuring that basic needs are met, and that all youth have access to age-appropriate social interaction with their peers.

Exert from the Forest Grove Sustainability Action Plan:

"How are the Children? The Masai are well known for their greeting: "How are the children?" That is how these people, famous for being warriors, view the importance of their offspring. Like the Masai, we should also ask the same question and answer with: "The children are well." For if we answer with truthfulness and, indeed, want the children and our children's children to be well, then we must recognize that it is in us and on us to provide a world in which the children can do well. Pete Truax, Mayor, City of Forest Grove, August 22, 2013

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

The Youth Services Initiative will include a series of parallel projects aimed at addressing the needs of youth at different times of the year, unique age-levels and under-served locations. The following is a sample of projects and timelines:

- Develop pro-social activities for the Summer Meals program (Jun-Aug).
- Fund school-based curriculum for food handling and meal prep through Eden Acres (Sep-Jun).
- Support school-based food and resource pantries administered by students/faculty (Sep-Jun).
- Access to out of school time activities through after-school clubs or nonprofit organizations (Sep-Jun).

Each sub-project includes tasks and a detailed project timeline. The sponsor administers each project with the cooperation of partner organizations and other funding sources.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

The contact person has prior experience managing community-based projects, including CEP projects, since 2014. Projects included a CEP mini-grant program (several years) with over 30 mini-grants to local projects that provided pro-social experiences for youth. Projects also included Temporary Emergency Shelter, receiving over \$7,000 for two consecutive years.

Preference for Sponsor organization is Forest Grove Foundation (tax ID 93-1140249), which serves as a fiscal sponsor to discrete community building programs. However, Old Town Forest Grove is listed in this application because the Winter Shelter program has listed Forest Grove Foundation for the Community Impact Grant. Please consider our preferred sponsor.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

The Youth Services Initiative is already in coordination with the Forest Grove School District, Pacific University, Forest Grove/Cornelius Chamber of Commerce and regional nonprofits (Second Home, HomePlate, Boys & Girls Aid, Elks Lodge). Other organizations to coordinate with include Eden Acres, Nana Cardoons, Adelante Mujeres, Boys & Girls Club, Adventures Without Limits, to name a few.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

NA

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.



A place where families and businesses thrive.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Adventures Without Limits Tax ID # 72-1572963
 (N/A for City Board or Commission)

Contact Person: Jennifer Wilde Daytime Phone: 704-942-0163

Address: 1341 Pacific Ave. Email Address: jennifer@awloutdoors.o
rg

City: Forest Grove State: OR Zip: 97116

Signature: _____

PROJECT INFORMATION

A. Project Title

Amount Requested:

COVID-19 Recovery Project - Community Kayaking at Hagg Lake

\$ 2,800.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or environmental quality of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input checked="" type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	We intend to increase opportunities for Forest Grove families to recreate outside together by offering free and reduced kayak rentals at Hagg Lake.
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	Youth, people with disabilities, and low income families are a target audience for this program.

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: tbd Project Completion Date: September 2021

With the stay at home order and impacts of Covid-19 in our community, many families are feeling cooped up and will be eager to return to the outdoors once this pandemic has passed. Adventures Without Limits is prepared to respond to that increased demand, with consideration for anticipated social distancing recommendations that are likely to remain in place for a period of time, even once the stay at home order is lifted. We recognize that many families are impacted financially by this crisis, and may not have the resources to rent outdoor equipment, even once they are allowed to return to the outdoors.

We plan to address this by offering free and reduced kayak package rentals at Hagg Lake for families to get outdoors with their "social isolation unit". We are prepared to reduce contact between staff and participants by accepting advanced gear reservations online, and then dropping said gear at an agreed up location at Hagg Lake. Guides will be available on site to offer basic equipment instruction from more than 6 ft away, and sanitize and load gear at the end of the day once programming is complete. Reservations will be limited to only family or friend "social isolation units" (or as otherwise recommended by appropriate officials) with groups launching with a minimum of 30 minute intervals each day that rentals are offered.

We are requesting funding to subsidize the cost of this program, to offer free and reduced paddle programming for families who have been impacted by this crisis. AWL will offer kayak outings once a week for up to six weeks once restrictions have been lifted, allowing members of the public to return to outdoor recreation activities. We will specifically advertise this program to families with children attending school in Forest Grove School District, as well as day programs serving adults with disabilities.

We are prepared to respond accordingly to all local, state, and federal mandates as well as recommendations by the CDC and Oregon Health Authority to ensure best practice for managing the safety of our community. This plan will adjust according to evolving recommendations from public health officials.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 120
Forest Grove youth and families, as well as adults with disabilities

Has the sponsor received a Community Enhancement grant for this project in the past? <input type="checkbox"/> No If so, amount received \$ _____
Has the sponsor received a Community Enhancement grant for the <u>current year</u> ? <input type="checkbox"/> No If so, is the project completed? <input type="checkbox"/> Yes
Please provide a brief summary of services for <u>current year</u> grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc. N/A

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Previous projects

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 2,600.00	1000	600	
Supplies	\$ 150.00	150		
Capital				
Materials	\$ 50.00	50		
Other (please explain):				
Total	\$ 2,800.00	\$ 1,200.00	\$ 600.00	\$ 0.00

Total Estimated Costs: \$ 4,600.00

% of Total Budget provided by Sponsor: 26.09%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

We have secured funding from individual donations of \$1200 from the cancelled Banff Mountain Film Festival Fundraiser. We are anticipating \$600 in revenue from program participants who are able to pay a suggested donation amount.

G. Will the project be completed with the proposed funding or will future funding be necessary?

The project will be completed with the proposed funding.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

This program will enhance sustainability in Forest Grove by expanding recreational programs for our residents. While many are eager to experience the mental, physical, and social health benefits of time spent outdoors, particularly after an extended quarantine, we acknowledge that many families may not have the resources to rent and transport outdoor equipment, especially given the financial implications of this crisis to small businesses in our community. It is our goal to be present for our community in time of need and uplift our residents by providing low-barrier access to the healing power of nature. By offering subsidized free or low cost programming, providing all necessary gear, equipment, and instruction, and reducing the barrier of transporting large, heavy kayaks, we believe we will serve the needs of many Forest Grove residents.

Additionally, our outreach strategies and pricing structure will be designed to specifically meet the needs of low-income families, youth, and people with disabilities.

Our vision matches that of City Council Goals, to promote health and sustainability in our community by reducing barriers to outdoor recreation. We believe our kayaking program has the potential to serve 30 Forest Grove families this summer.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

This schedule reflects a projected timeline, set forth from the lifting of the "stay home" order.

May 2020 - Prepare program procedures with updated safety protocol, pending the lift of "stay home" orders, as well as managing online reservation system.

Week 1 - 2 after order is lifted - market family paddle program in Peachjar, through chamber of commerce, Forest Grove community facebook page, and AWL social media channels.

Week 2 - 7 after order is lifted: offer weekly reservable family paddle slots at Hagg Lake.

Week 8 - 10 - evaluate program and report findings to City Council.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

AWL has hosted adaptive paddling clinics serving over 40 people in a day for years. Additionally, we have managed a successful gear rental program for over 20 years in the Forest Grove community. We are very familiar with the procedures necessary to run a successful kayak program at Hagg Lake.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

No.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

N/A Hagg Lake is accessible to members of the public for a fee and AWL is permitted to operate paddle programs from this location.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Forest Grove School District Tax ID # 930566292
 (N/A for City Board or Commission)

Contact Person: John O'Neill Daytime Phone: (503)359-2430

Address: 1728 Main Street Email Address: joneill@fgsd.k12.or.us

City: Forest Grove State: OR Zip: 97116

Signature: _____

PROJECT INFORMATION

A. Project Title **Amount Requested:**

Learning Garden Classrooms for All \$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	School gardens improve & encourage environmental stewardship by providing students with positive outdoor experiences that connect them with nature
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input checked="" type="checkbox"/>	Increase reuse and recycling opportunities	Garden classrooms are equipped with compost and vermiculture systems coupled with curriculum on reducing food and yard waste at school and home
<input checked="" type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	Garden landscaping improves the appearance and functionality of unused corners of school grounds.
<input checked="" type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	School gardens provide important habitat for birds and other native fauna. Garden Classrooms will be equipped with signs that inform community visitors, parents, and students of the systems, plants, and methods used.
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	63% of students in the Forest Grove School District, are on free or reduced lunch. Gardens develop knowledge, skills, and experience with healthy food and good nutrition and provide ongoing opportunities for hands-on learning in all curricular areas.
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 1 2020 Project Completion Date: ongoing

Funds will be used to support the School Garden Coordinator (SGC) in the following activities. The description below reflects an increase in school district support for the position by \$5000 over last year.

Direct Instruction (approximately 13-18 hrs/week, 520-720 hrs)

- Plan and deliver outdoor 4 outdoor experiences that address academic standards for 1st and 3rd graders at Harvey Clarke, Cornelius, Dilley, Echo Shaw and Joseph Gale. Includes collaboration with classroom teachers for pre and post lessons, supporting projects, and relevant field trips
- Provide weekly lunchtime/recess activities in the gardens for all students at targeted schools.

Professional development for Teachers (approximately 2-5 hrs/week, 80-200 hrs)

- Support instructors so they become comfortable with bringing students outdoors.
- Provide 9 monthly Garden Educator Meetings to build networks and community
- Organize opportunities for professional development through workshops, speakers, etc.
- Provide funding for workshops, conferences, etc.
- Provide funding for substitute teachers so teachers can attend professional development opportunities

Garden installation and maintenance (approximately 5-10 hrs/week, 200-400 hrs total)

- Help ensure that outdoor classrooms are safe and ready for teachers and students to use at any time
- Maintain and improve 11 existing gardens at 12 schools in the Forest Grove School District
- Install a school garden at Fernhill Elementary School (dependent on school interest)
- Coordinate student, teacher, parent, community, and Pacific volunteers

Data collection (approximately 2-5 hrs/week, 80-200 hrs total)

- Collect and manage quantitative and qualitative data to demonstrate the efficacy of the garden program

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 5-6000

Directly, 1st and 3rd grade students and their teachers at Harvey Clarke, Cornelius, Dilly, Echo Shaw and Joseph Gale Elementary Schools will benefit. This is approximately 860 students.

Indirectly, all students and teachers will have access to the garden classrooms, totaling over 6,000 individuals. Student families will also benefit by having access to these spaces and opportunities to be involved with the program and their child's academic life. In addition, volunteers from Pacific University, Forest Grove High School, and the community at-large will have on-going opportunities to contribute and benefit from the learning, skills-building, and leadership experiences gained through their participation in school garden projects.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes
If so, amount received \$ \$ 4,360.00

Has the sponsor received a Community Enhancement grant for the current year? Yes
If so, is the project completed? No, partially complete (service continues through June)

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

With the help of the CEP grant from 2019, the School Garden Coordinator (SGC) has:

- Collaborated with teaching staff to design and deliver 16 garden-based lessons in 8 classrooms, reaching 180 children in 1st, 3rd, and 4th grades, over 35 hours of instruction in Common Core and NGSS areas of Landforms, Oregon Geography and Erosion, Weather, Biomass and Environmental Change, Animal and Plant Survival, Evolution, Solar System, and Plants and Photosynthesis.
- Implemented weekly lunch and recess garden programming at three elementary schools (Harvey Clarke, Cornelius, and Dilley) for all grades (k-4), increasing garden access and reaching approximately 200 children per week.
- Continued the development, support, and maintenance of 7 garden classrooms, including the development of a new garden classroom at Joseph Gale Elementary.
- Created and maintained a robust volunteer program with over 30 volunteers contributing more than 200 hours

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Previous projects, quotes, and price listings

Breakdown estimated costs by source:

	CEP	FGSD	Other #1	EA
Personnel Services	\$ 10,000.00	\$12000		
Supplies				\$5000
Capital				
Materials				\$5000
Professional development		\$3000		
Total	\$ 10,000.00	\$ 15,000.00	\$ 0.00	\$ 10,000.00

Total Estimated Costs: \$ 35,000.00

% of Total Budget provided by Sponsor: 42.86%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Sponsor - FGSD has allocated \$12,000 to cover the School Garden Coordinator Position and \$3000 in professional development funds to send teachers to workshops, conferences, on garden-based education.

Other 2 - EA has secured \$10,000 in funding through grants to cover materials and supplies for garden projects and has allocated a portion of its operating budget to cover personnel services and insurance/administrative costs related to school gardens.

G. Will the project be completed with the proposed funding or will future funding be necessary?

The nature of the project is ongoing with the goal to make the SGC position permanent full-time. FGSD and EA will continue to collaborate on a path towards developing a sustainable funding model. This year FGSD's financial commitment to sustaining the SGC position increased by 50% over the previous year.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

In Forest Grove, across the nation, and throughout the world, communities are focusing on resilience as the effects of climate change are becoming more and more present. As our children become decision-making adults they will need 21st century skills in order to ensure a safe, sustainable, and vibrant community. These skills include systems thinking, collaboration, critical thinking, and the ability to produce creative solutions to complex problems. The garden classroom provides an integrating context for learning about interactions between humans and the natural world in a positive way. School gardens are a living laboratory in which to learn about cycles, interdependence, energy and resources, scale and limits, diversity, succession, and sustainability. As well, the garden classroom provides opportunities for personal growth and academic achievement. In the garden, participants learn first-hand about nurturing and caring, patience and discovery, stewardship and respect, beauty and life. They also learn practical skills such as mathematics, science, health and nutrition. Both research and anecdotal evidence tell us that, when connections with our natural world are established and nurtured, learning and well-being are enhanced, thereby benefiting both human and natural communities.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

Summer

- SGC collaborates with schools, parent groups, summer programs, volunteers, and summer interns to maintain gardens through the summer in preparation for student's return in fall.

Academic year

- SGC provides direct instruction to classes and oversees lunch and recess programming

- SGC organizes and delivers monthly garden educator meetings and supports professional development for teachers.

- SGC collaborates with FGSD teachers, facilities managers, and Pacific University faculty and students to develop and implement master plans and maintenance protocols, coordinate volunteers and community work-study employees, and support internship/ civic engagement projects in school gardens.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

The Forest Grove School District has implemented K-6 STEM Units of instruction for all elementary schools of the district. These units provide place-based learning opportunities through field trips to local sites that illustrate how science curriculum translates to real-world issues and challenges. The district has also provided space at all schools in the district for school gardens to be established and utilized, further providing enrichment and relevant learning opportunities for students.

EdenAcres works every day to foster growth and learning through place-based, experiential education. They have partnered with local organizations and schools to bring hundreds of learners outdoors year-round through a variety of established programs such as:

- Summer day camps for children and youth

- Enrichment activities for after school clubs

- Forest School nature immersion program for the homeschool community

- Credit-bearing courses for high school and college students

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

FGSD has contracted with EA to provide and manage the School Garden Coordinator.

EA maintains MOU's contracts, agreements, and working relationships across the community to leverage opportunities and benefits for partner members and clients such as: Pacific University, Forest Grove School District, Foodways at Nana Cardoon, Adelante Mujeres, Dairy Creek Community Food Web, Community Alternative Learning Center, Roots & Shoots, Swallowtail Waldorf School, Clean Water Services, Lions Club, Tualatin Soil and Water Conservation District

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: EdenAcres Environmental Education Tax ID # 473491528
 (N/A for City Board or Commission)

Contact Person: Terry O'Day Daytime Phone: 503 984-7751

Address: PO Box 51 Email Address: odayt@pacificu.edu

City: Forest Grove State: OR Zip: 97116

Signature: 

PROJECT INFORMATION

A. Project Title **Amount Requested:**
School Gardens for Health, Learning and Resilience \$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	School gardens improve & encourage environmental stewardship by providing students with positive outdoor experiences that connect them with nature
<input checked="" type="checkbox"/>	Reduce the amount or toxicity of waste	Garden classrooms are equipped with compost and vermiculture systems coupled with curriculum on reducing food and yard waste at school and home
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input checked="" type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	Garden landscaping improves the appearance and functionality of unused corners of school grounds.
<input checked="" type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	School gardens provide important habitat for birds and other native fauna. Garden Classrooms will be equipped with signs that inform community visitors, parents, and students of the systems, plants, and methods used.
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	63% of students in the Forest Grove School District, are on free or reduced lunch. Garden develop knowledge, skills, and experience with healthy food and good nutrition and provide ongoing opportunities for hands-on learning in all curricular areas.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 1 2020 Project Completion Date: ongoing

Funds will be used to purchase materials to support various garden projects across schools:

- Harvey Clarke: Build a gate/trellis for added security (and grapes!), add garden beds, install additional drip irrigation
- Cornelius Elementary: level ground and Improve drainage, install a water catchment/storage system, build a fence for enclosure and security, build tables with cover
- Joseph Gale: Build garden beds and paths, install shed, purchase tools
- Neil Armstrong Middle School: Build tables, install an outdoor kitchen, plant a "tree tunnel" along fence
- Echo Shaw Elementary: improve garden accessibility and water access.
- Fernhill Elementary: build garden beds and paths, install drip irrigation
- All schools - purchase shrubs, trees, and other perennial plant materials

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded?

5-6000

All students and teachers in the district will have access to garden classrooms, totaling over 6,000 individuals. Student families will also benefit by having access to these spaces and opportunities to be involved with the program and their student's academic life. In addition, volunteers from Pacific University, Forest Grove High School, and the community at-large will have on-going opportunities to contribute and benefit from the learning, skills-building, and leadership experiences gained through their participation in school garden projects.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes
If so, amount received \$ 11,375.00

Has the sponsor received a Community Enhancement grant for the current year? No
If so, is the project completed? No, not started

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

Past CEP funding to EA for school gardens:

2018/19
\$4200 for School Gardens

2016/17
\$7175 for School Gardens

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Previous projects, quotes, and price listings

Breakdown estimated costs by source:

	CEP	EA	FGSD	Pacific
Personnel Services		\$5000	\$15000	\$3000
Supplies				
Capital				
Materials	\$ 10,000.00	\$10000		
Other (please explain):				
Total	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 3,000.00

Total Estimated Costs: \$ 43,000.00

% of Total Budget provided by Sponsor: 34.88%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

- Sponsor provides 200 volunteer hours by board members at \$25/hr (rate published by Independent Sector) and \$10,000 in funding from outside grants for school gardens (secured)
- School District provides \$15,000 for school garden coordinator position to oversee projects
- Pacific U provides \$3000 in federal work-study funds to support school gardens

Additionally, many more volunteer hours are contributed every year by teachers, students, parents, and community members.

G. Will the project be completed with the proposed funding or will future funding be necessary?

Project is ongoing with many sources supplying funding over time. However, garden classrooms are maintained in a usable state at all times throughout development.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

In Forest Grove, across the nation, and throughout the world, communities are focusing on resilience as the effects of climate change are becoming more and more present. As our children become decision-making adults they will need 21st century skills in order to ensure a safe, sustainable, and vibrant community. These skills include systems thinking, collaboration, critical thinking, and the ability to produce creative solutions to complex problems. The garden classroom provides an integrating context for learning about positive interactions between humans and the natural world. School gardens are a living laboratory in which to learn about cycles, interdependence, energy and resources, scale and limits, diversity, succession, and sustainability. As well, the garden classroom provides opportunities for personal growth and academic achievement. In the garden, participants learn first-hand about nurturing and caring, patience and discovery, stewardship and respect, beauty and life. They also learn practical skills such as mathematics, science, health and nutrition. Both research and anecdotal evidence tell us that, when connections with our natural world are established and nurtured, learning and well-being are enhanced, thereby benefiting the entire community.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

Summer:

- Install water system, fencing, and tables at Cornelius Elementary
- Install additional garden beds and irrigation at Harvey Clarke

Fall

- Install gate, trellis, and grapevines at Harvey Clarke
- Install/improve garden accessibility, beds, paths, tool storage, and water systems at Joseph Gale, Fernhill, and Echo Shaw
- Begin outdoor kitchen at NAMS

Spring

- Plant perennial plants such as pollinators, native shrubs, and fruit trees at all locations

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

EdenAcres works every day to foster growth and learning through place-based, experiential education. We have partnered with local organizations and schools to bring hundreds of learners outdoors year-round through a variety of programs. These programs include:

- Summer day camps for children and youth
- Enrichment activities for after school clubs such as Roots & Shoots and the garden clubs
- Forest School nature immersion program for the homeschool community
- Credit-bearing courses embedded in high school and college (CEP grants 2016/17, 2017/18, & 2018/19)
- Teacher development activities and expanding school garden classrooms in FG schools, (CEP grants 2016/17, 2017/18, & 2018/19)

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

MOU's , contracts, agreements, and working relationships are in place across the community to leverage opportunities and benefits for partner members and clients. EdenAcres partners include: Pacific University, Forest Grove School District, Foodways at Nana Cardoon, Adelante Mujeres, Dairy Creek Community Food Web, Forest Grove Community School, Community Alternative Learning Center, Roots & Shoots, Swallowtail Waldorf School, Clean Water Services, Lions Club, Rotary Clubs, Tualatin Soil and Water Conservation District.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: FG Sustainability Commission Tax ID # N/A
 (N/A for City Board or Commission)

Contact Person: Ken Cobleigh 2020-2021 Daytime Phone: 503-660-6429

Address: City Hall Email Address: kacobleigh45@gmail.com

City: Forest Grove State: OR Zip: 97116

Signature: Kenneth A Cobleigh
Digitally signed by Kenneth A Cobleigh
 Date: 2018.12.21 15:21:24 -08'00'

PROJECT INFORMATION

A. Project Title **Amount Requested:**

Collaborative Sustainable Community (Mini-Grant Program 2019-2020) \$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	Inspire and facilitate community efforts toward environmental innovation & advocacy
<input checked="" type="checkbox"/>	Reduce the amount or toxicity of waste	Support efforts to reduce materials in our waste stream
<input checked="" type="checkbox"/>	Increase reuse and recycling opportunities	Support efforts to increase recyclable materials and reuse
<input checked="" type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	Support efforts to enhance and upgrade real property, e.g. bike cover at Pac U.
<input checked="" type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	Provide for "hands on" experiences and developing an understanding of environmental conservation and sustainable practices - (e.g. wetland protection, local food systems).
<input checked="" type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	Cultivate deeper connections to community assets - (e.g., Nana Cardoons Farm, Fern Hill Wetlands)
<input checked="" type="checkbox"/>	Result in improvement in safety	Provide safe transportation to project locations
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	Promote civic engagement, accessibility for the disabled, and educational projects for youth

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 2020 Project Completion Date: June 2021

The Mini-Grant Program, sponsored by the Sustainability Commission, provides seed money to local organizations offering sustainability projects addressing equity, economic, and/or environmental issues in Forest Grove at no charge to the community. The program is a year-round application process that improves the access and reach of CEP dollars to groups who would not otherwise participate, and adheres to the same eligibility criteria (goals) established by the CEPC for its annual process. These funds prove to be an exponent to buoy sustainability oriented projects that need equipment, resources, transportation and access.

Preference is given to groups:

- o Benefiting under-served populations, including children, seniors, and low-income persons.
- o Providing a substantial in-kind contribution; volunteer support and/or donation of goods and services.
- o Demonstrating reuse, re-purpose, recycled or local materials
- o Activities consistent with the Sustainability Commission's Action Plan

The program is administered by the commission with staff oversight, and ensures projects are planned, funded and fulfilled within the fiscal year cycle. The goal is to achieve a >50% match from sponsors + others. The process includes the following audit trail: 1) a mini-grant application; 2) approval - copy of the meeting minutes - when the mini-grant was approved or an award letter from the staff liaison; 3) the award noted in the Commission's finance report; 4) a completed Report Summary from applicant when project is finished; 5) a copy of sponsor's request for reimbursement of funds; and 6) transaction noted in Commission's and Finance Department's finance report as Paid.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 10,000+

The entire community has opportunity; students & under-represented persons

<p>Has the sponsor received a Community Enhancement grant for this project in the past? Yes If so, amount received \$ <u>\$ 20,682.00</u></p> <p>Has the sponsor received a Community Enhancement grant for the <u>current year</u>? Yes If so, is the project completed? No, partially complete</p> <p>Please provide a brief summary of services for <u>current year</u> grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.</p> <p>Our projects have benefited thousands of Forest Grove's residents, including students attending FGSD many times over (school gardens, milk dispensers); Eden Acres alternative school; Pacific University; The Forest Grove Community School (FGCS); and many participating residents. Over 7 organizations and non-profits were directly involved and authored the majority of the projects - returned an in-kind value well in excess of our 50% target. (88%). 1420 citizens plus 300/day benefitted from the grants. When Earth Day Litter Cleanup is included, the number jumps to 23,500, all of FG.</p> <p>Historical CEP grants received: \$4250 (2019-2020) \$3976 (FY 2018-2019); \$5607 (FY 2017-18); \$6175 (FY 2016-17); \$4924 (FY 2015-16)</p>
--

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Based on the 2018-2019 program, an 81% ROI was achieved. ran out of \$ early

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services		1345		
Supplies		500		
Capital				
Materials	\$ 4,250.00	3829		
Other (please explain):		24085		
<small>Other=event insurance, in kind contributions , transportation</small>				
Total	\$ 4,250.00	\$ 29,759.00	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 34,009.00

% of Total Budget provided by Sponsor: 87.50%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes. Organizations apply for grants when they have the financial means to cover the remaining 50% or greater. Sponsors secure funding, to include other public agencies and in-kind donations, committed through the mini-grant application process.

G. Will the project be completed with the proposed funding or will future funding be necessary?

Yes. Projects awarded with mini-grants will be completed during the next fiscal year. Future funding may be requested to expand current projects and/or initiate new projects.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

Prospective projects will support the city's vision of "supporting a community that nurtures our youth, educates all residents", and will buoy the city's first goal: "Promote safe, livable and sustainable neighborhoods and a prosperous dynamic green city." Projects cultivate a safe, livable, and sustainable community, with the opportunity for long term social, economic and environmental benefits.

The community has opportunities to develop an understanding of plant growth, harvest, processing, preservation, and preparation, developing deeper connections to our community and its assets. Example: local non-profits and students learn from natural processes to design sustainable systems - e.g., hands-on learning around natural water treatment and science investigation, and sustainable agriculture practices.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

The Commission advertises the grant program in local newspapers and utility bill insert, and through direct engagement with local non-profits and schools informing them about grant funding available. Individual mini-grant applications include tasks and a project timeline. The Commission assists organizations through the application process and participates in the projects (where possible). The grant cycle runs from July 1 through the following June 30, as long as funds are available. The Commission will obtain proposals and award mini-grants based on CEPC criteria. Each sponsor will complete an individual project report, and a final report will be provided to the CEPC.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

The Sustainability Commission was awarded 8 CEP grants for FY 2018-19 and 6 for 2019-2020: Administered 14 projects over two years as part of a mini-grant program, a bicycle shelter program, community gardens project (School Gardens), Ghost Net program that cleaned up the ocean beaches and turned the trash into art; a run/walk for shelter ongoing program; two school projects including reduced waste milk dispensers and a no sack lunch...

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

In 2019/2020 over 6 non-profits and schools authored the majority of the projects & coordinated with other local organizations. Specific organizations and individuals that have committed involvement to ensure the Commission's success include Eden Acres, Pacific University, Forest Grove School District, the Forest Grove Community School (FGCS) and others.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

N/A

Applications must be submitted by 5:00 pm, April 6, 2018, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Forest Grove Senior & Community Center Tax ID # 91-0874521
 (N/A for City Board or Commission)

Contact Person: Sonja Lawien Daytime Phone: 503-357-2021

Address: 2037 Douglas Street Email Address: direct@fgscc.org

City: Forest Grove State: OR Zip: 97116

Signature: *Sonja Lawien*

PROJECT INFORMATION

A. Project Title

Amount Requested:

New 60' Round Tables

\$ 10,639.74

B. Mark all of the goals below which your project meets and explain how:

<input checked="" type="checkbox"/>	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	The Center currently has many broken round tables that are not fixable. With new tables we can provide a larger space for Meals on Wheels, community rentals, community events, and fundraising for the Center.
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input checked="" type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	The Center currently has many broken round tables that are not fixable. With new tables we can provide a larger space for Meals on Wheels, community rentals, community events, and fundraising for the Center. We also have resource seminars for the community and Seniors. These tables have no creases which helps with sanitation.
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input checked="" type="checkbox"/>	Result in improvement in safety	Would increase safety in the use of new tables.
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	The Center's higher percentae of patrons are those of limited income, handicapped and of our Senior population here in Forest Grove and our surrounding communities.

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 2020 Project Completion Date: August 30, 2020

The funds would be used to purchase 18 new 60' round tables for the Center. These tables would not only benefit the Center but the Meals on Wheels program, civic organizations, community members, rentals at the Center at a economical price, fundraising for the Center which includes Mayors dinner, 1st Friday Dinner, Friday breakfast, catering dinners for local businesses, and more.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 10639.74

Has the sponsor received a Community Enhancement grant for this project in the past? No
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year? No
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.
Currently do not have any CEP grants.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services				
Supplies				
Capital				
Materials	\$ 9,575.82			
Other (please explain):	\$ 1,063.92			
Shipping				
Total	\$ 10,639.74	\$ 0.00	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 10,639.74

% of Total Budget provided by Sponsor: 0.00%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

N/A

G. Will the project be completed with the proposed funding or will future funding be necessary?

This funding will be enough for the necessary tables needed.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

The replacement of the tables is more of what the Senior and Community Center can offer to the community, other organizations that use the building, and patrons that enjoy the frequent use of the Center. These tables have a warranty on them and parts that can be bought if necessary which reduces the price for a longer lasting table.

The Center is also providing rental space for the community at a very reasonable cost with tables and chairs included in this price. This helps lower income and non profit organizations as well.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

This is a simple project. I would order tables once funding is approved, then would have our volunteers assemble and clean once they arrive. Final step would be to put tables in place where needed.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

I have not completed any CEP grants. This will be my first.

My experience that I have is the following:

New store set up, New store construction working with construction and corporate office, Managing and planning a budget for the remodels, ordering, assembling shelves, managing the new store employees, scheduling help as needed, and much more.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

No, The Center and our volunteers will be able to complete with no outside help.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The Center is owned by the City of Forest Grove, however operated by the Forest Grove Senior and Community Center and the Board of Directors. The Center is used for numerous occasions such as but not limited to, community tree lighting, fundraisers by the Forest Grove Senior Center, Rentals for our community including, birthdays, memorials, anniversaries, baptisams, city dinners, non-profit fundraisers these all benefit our community as a whole.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

School Outfitters is open and available to help you. We have inventory in stock and ready to ship.

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- [Cafeteria Tables](#)
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- [Computer Tables](#)
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- [Drafting & Art Tables](#)
- [Folding Tables](#)
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- [Picnic Tables](#)
- [Preschool Table & Chair Sets](#)
- [Preschool Tables](#)
- [Science & Lab Tables](#)
- [Table & Chair Sets](#)
- [Table Trucks & Dollies](#)
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Alulite Round Aluminum Folding Table (60" Diameter)
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\$531.99
 MSRP: ~~\$869.00~~
 You Save: \$328.01 (38%)
 SKU: SOU-A60RHL

Select Options:
 Tabletop Dimensions: **60" Diameter**
 Choose a table top color:

[Calculate Shipping](#)

Shipping Estimate*

Quantity:	Zip Code:
18	97116

Estimated Shipping Cost: \$1,063.92
 Product Cost: \$9,575.82
 Estimated Total Cost: \$10,639.74

[Calculate](#)

*Why is this cost estimated? Shipping & handling costs on many larger items depend on variables such as whether you have a loading dock and whether you need help getting your merchandise off the truck.

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Specifications	Description
Top Shape	Round
Top Material	Recyclable aluminum
Edge	1 1/2" profile edge
Legs	1 1/4" diameter 16-ga aluminum
Other Info	Passes California Fire 133
Warranty	Lifetime
Diameter	60"
Height	29"
Leg Finish	Mineral bronze powder coat
Assembly	Ships Assembled
Product Weight (Lbs)	50
Weight	50.0 lbs
Shipping Method	Freight
Note:	This item is custom, sorry no returns. For alternate options please call or chat

- Serpentine Folding Banquet Table w/ Aluminum Edge
\$348.99 - \$388.99
- Southern Aluminum Alulite Half-Round Aluminum Folding Table
\$442.99 - \$477.99
- Southern Aluminum Alulite Radius Aluminum Folding Table
\$611.99

★★★★★ **4.5** [2 Reviews](#)

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Questions

Diane · 5 months ago
Is there a cart available for storage of these tables? 1 answer



A place where families and businesses thrive.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Community Action Organization Tax ID # 93-0554941
 (N/A for City Board or Commission)

Contact Person: Susan Salisbury Daytime Phone: 503-693-3231

Address: 1001 SW Baseline Street Email Address: ssalisbury@caowash.org

City: Hillsboro State: OR Zip: 97123

Signature: Susan Salisbury Digitally signed by Susan Salisbury
Date: 2020.04.03 14:18:53 -07'00'

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Emergency Rent Assistance \$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or environmental quality of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	By providing emergency rent assistance to Forest Grove residents experiencing a temporary housing crisis, the Emergency Rent program helps community members to remain in their homes, promoting family and community stability.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: 7/1/2020 Project Completion Date: 6/30/2021

Community Action's Emergency Rent Program provides assistance to low income households who have received a 72-hour notice due to inability to pay rent. Community Action will use grant funds to expand our ability to assist at-risk Forest Grove households in maintaining their housing stability and preventing eviction. In program year 2018-19 we provided Emergency Rent assistance to 29 Forest Grove households from all sources of funding. Requested Community Impact Grant funds would allow us to serve approximately 8 additional Forest Grove households each year, encompassing some 28 individuals. Total projected Forest Grove households served over the project year from all sources including the requested funds is 37, an estimated 130 individuals.

Households at risk of eviction due to inability to pay rent are assessed for a one-time emergency payment. Payments are limited to no more than one month's rent per household and are paid directly to the landlord with a signed guarantee that the household will not be evicted. In FY 2018-19, the most commonly-cited reason for need of emergency rent assistance was job loss or a cut in wages or hours. Most families receiving rent assistance are also eligible to receive assistance with energy bills from other funds. The Emergency Rent Assistance program acts as a safety net to ensure that families in crisis do not lose the level of self sufficiency that they have struggled to maintain. By providing emergency rent assistance to additional Forest Grove households experiencing a temporary housing crisis, the program will help more families to remain in their homes, promoting family stability for low income families and lessening incidents of homelessness in the community.

Community Action's Emergency Rent Assistance program also negotiates with landlords on the client's behalf for reduction or forgiveness of any fees or back rent. In cases where a household has accrued significant back rent or has income insufficient to pay rent for the coming month, clients are automatically screened for longer term assistance utilizing other funding sources, as well as other services which can help in addressing the cause of their current crisis and assist in maintaining their housing over the long term.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 130 individuals

Low income Forest Grove residents with a 72-hour eviction notice.

Has the sponsor received a Community Enhancement grant for this project in the past? Yes
If so, amount received \$ \$ 4,725.00

Has the sponsor received a Community Enhancement grant for the current year? No
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

N/A

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Estimates are based on current program costs and funding.

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services		10635		
Supplies				
Capital				
Materials				
Other (please explain):	\$ 10,000.00	36065		
Client assistance				
Total	\$ 10,000.00	\$ 46,700.00	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 56,700.00

% of Total Budget provided by Sponsor: 82.36%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

WESTCO has provided secure funding for this program. WESTCO funds are raised through grassroots efforts of the local faith community. These funds are then used to leverage additional federal, state and county support for the Emergency Rent Assistance program.

G. Will the project be completed with the proposed funding or will future funding be necessary?

The need for emergency rent assistance to prevent eviction and homelessness is ongoing.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

In Forest Grove and in Washington County as a whole, residents face high housing costs and a very competitive housing market. For low-income families, one unexpected financial emergency such as a job loss, reduction in work hours or an unanticipated medical bill can result in the inability to pay rent and receipt of a 72-hour eviction notice. While 44% of Washington County renters overall pay more than 30% of their income to sustain their housing, households at lower income levels are significantly more likely to be housing cost burdened. Households making \$35,000 or less per year represent more than 1/3 of all renter households in the County and 84% of them are housing cost burdened, indicating a significant need for more housing that is affordable to households at lower income levels.

By helping families maintain housing and avoid homelessness through the provision of emergency rent assistance, the Emergency Rent Assistance program supports the City Council's vision of a thriving and economically stable community as well as the Council Goal 1 for Fiscal Year 2019-20 and its objective to partner to address homelessness. Maintaining family stability promotes safe, livable and sustainable Forest Grove neighborhoods. Community Enhancement Project funds will provide much-needed assistance to families affected by the ongoing housing crisis.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

The Emergency Rent Assistance program is a continuation of existing services. Community Action has efficient and effective systems in place to deliver the funds to Forest Grove families in need. Clients with a 72-hour notice due to non-payment of rent are assessed for a one-time emergency assistance payment of a full month's rent. Community Action negotiates with landlords on the client's behalf for reduction/forgiveness of fees or accrued back rent and requires a signed statement verifying that the household will not be evicted. Clients are also screened for other needs and are referred to other Community Action services which can help them maintain their housing stability - among these are energy assistance, tenant education classes, and longer term assistance from other funds for those households with additional barriers that may benefit from other supportive services.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

Community Action has been providing assistance to low income families and individuals for over 50 years. In addition to successfully administering prior Community Enhancement Project and WESTCO funds, Community Action administers the Neighborshare Emergency Fund in the South County area and the Hillsboro Emergency Fund.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

WESTCO is a collaboration between faith-based organizations in western Washington County and Community Action, a partnership that has been successfully providing assistance to at-risk families in Forest Grove for over ten years.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Not applicable.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: FGSD Performing Arts Council on behalf of the Forest Grove High School Tax ID # PAC 83-2529958
 (N/A for FGSD 93-0566292 sion)

Contact Person: Dawn Smith Daytime Phone: 503-984-5386

Address: PO Box 152/1401 Nichols Lane Email Address: fgsdpac@gmail.com

City: Forest Grove State: OR Zip: 97116

Signature: Dawn Michelle Smith Digitally signed by Dawn Michelle Smith
 Date: 2020.04.01 12:52:12 -07'00'

PROJECT INFORMATION

A. Project Title

Amount Requested:

Upgrades to the FGHS Auditorium

\$ \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

<input checked="" type="checkbox"/>	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	Transition to LED lighting will improve the environmental quality and adding a monitor and sound bar will create a more up to date look to the lobby.
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input checked="" type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	All portions of the project will start the process of upgrading the auditorium from the original 1983 standards to meet current ones.
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input checked="" type="checkbox"/>	Result in improvement in safety	Address trip and fall hazard and repalce lighting for emergency exits
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	The high school performers are all youth and many are low income and/or underserved. Most of our performances are free or offer reduced rates to allow senior and low income community members to attend. Updating the auditorium add benefit to all of them.

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: July 2020 Project Completion Date: September 2020

The Forest Grove High School was built in 1983 and since then few updates have taken place in the auditorium, this portion of the school falls at the bottom of the priority list for improvements. Currently, we have fallen so far behind that we now have safety issues that need immediate fixing like replacing the lights in the lobby and over the stairs of our emergency exits from the theatre, as well as adding a bar to the handicap seating to prevent people from tripping and falling over the current concrete curb.

We would also like to add some updates to the auditorium lobby by adding a monitor and sound bar we could live stream performances which would allow late comers and families with small children that need to be taken out during performances to see and hear the performance from the lobby, in addition we would be able to promote sponsors and upcoming events.

The auditorium currently uses the original speakers which need to be replaced and requires speakers to be rented for performances, we would like to use the grant to purchase new speakers. As our auditorium is also used by many outside organizations (Forest Grove Ballet's Nutcracker, Northwest Barber Shop Quartet Concert, Forest Grove Education Foundation's Michael Allen Harrison Holiday Concert, Forest Grove Chamber of Commerce's Forest Grove has Talent, ect.) these improvements would bring a benefit to the larger community and create a better space for them to use.

Lastly, we would like to start the process of converting the lighting in the performing arts wing to LED. With this grant we would be able to update some of the lighting in the auditorium, dressing room and classrooms.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 10,000

FGHS staff, students and their families, Forest Grove community members

Has the sponsor received a Community Enhancement grant for this project in the past? No
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year? No
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

N/A

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

The costs were estimated by quotes and previous projects.

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 5,000.00			
Supplies				
Capital				
Materials	\$ 5,000.00			
Other (please explain):				
Total	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 10,000.00

% of Total Budget provided by Sponsor: 0.00%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

No

G. Will the project be completed with the proposed funding or will future funding be necessary?

This portion of the project would be complete with the proposed funding. The larger portion of the project would be updating the FGHS Auditorium stage lights and performing arts classrooms with LED lighting and would require additional funding which we would request another grant for.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

Completing the updates requested to the FGHS Auditorium would start to make the space more sustainable by transitioning to LED lighting, which would not only make it more environmentally friendly, it would also help to decrease the electricity costs and increase safety with the emergency lighting being replaced along with the addition of the bar to the end of the handicap seating area.

The addition of the monitor and sound bar in the lobby and the new speakers would help reach the vision of improvement of the arts and culture in Forest Grove by updated and creating a more desirable resource that is not only used by the high school but, also by other community organizations with an added benefit for audience members.

The FGHS performing arts programs covers a wide spectrum of students, some are under privileged, some outcasts, some struggling with their own identity and some are strong and confident. We are a melting pot that provides a safe haven for many of them, a place where anyone can belong and be nurtured. Supporting this project and the performing arts makes Forest Grove a better place to live!

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

I estimate that it will take 1-2 weeks to purchase the LED lighting and fixtures, monitor and sound bar, speakers and safety bar.

I estimate that it will take 1-2 months to install the LED lighting and fixtures, monitor and sound bar, and the safety bar.

The plan would be to start ordering the equipment and supplies as soon as the funds are available, most likely July which is the new fiscal year for the district and have the project completed by the time the school year starts in September.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

The Forest Grove School District works on similar projects all year long. I have already been coordinating the project with the districts head of facilities who has 30 plus years working in the construction industry. I personally have over 20 years experience in project coordination working in the graphic/printing industry, wine and gift industry and event planning.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

The project will be coordinated with the Forest Grove School District Facilities Department which has been completed.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The project is located on public land and the improvements made will be available to a large portion of the Forest Grove population to enjoy.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

4/3/20

Sponsor: Dairy Creek Community Food Web Tax ID # 45-2543810
 (N/A for City Board or Commission)
Robin B Lindsley 503 313 6104
 Contact Person: PO Box 1025/ 1323 Hawthorne St Daytime Phone: lindsley3@frontier.com
 Address: Forest Grove Email Address: com
 City: Forest Grove State: OR Zip: 97116

Signature: Robin B Lindsley

PROJECT INFORMATION

A. Project Title

Expanding Forest Grove "Circle of Food" Development

Amount Requested:

\$ 7144⁵⁰

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input checked="" type="checkbox"/>	Improve the appearance or environmental quality of the community	The appearance and environmental quality of FG will grow along with the numbers of community members who feel secure about meeting their need for consistent food
<input checked="" type="checkbox"/>	Reduce the amount or toxicity of waste	Gleaning surplus food will continue to reduce the amount of wasted food.
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	As the "Circle of Food" parameters continue to be met by consolidation of food system segments in FG, all community members will <u>benefit.</u>

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: April 2020 Project Completion Date: April 2021

As Dairy Creek Community Food Web continues its 9th-year of effort to create an effective, city-wide community of food-secure eaters, it's become clear that there are many critical segments of the "Circle of Food" required to build a highly collaborative and creatively connected food system.

[Insert a diagram of the "Circle of Food" here.] *(see attached!)*

In Forest Grove, many aspects of the Circle of Food segments are functioning already, due to efforts of many people, businesses and organizations. However, the disconnections or least effective methods are still causing too many community members to end up with little idea of where their next meal will be. All the aspects we've included are: Soil (and land use); Water; Dryland; Seeds; Planting; Pollination; Growing; Managing; Harvesting; Foraging; Processing; Composting; Gleaning; Preserving; Celebrating; Storage; Sharing; Distributing; Rotation Cropping; Cover Cropping.

Currently, Dairy Creek Community Food Web is focussing largely on developing a continuing local location to teach how to raise food by and for neighborhoods, share harvested surplus foods for emergency food pantries, and support expansion of school gardens at each school. This CEP grant application is to provide the place to begin an identified effort involving the City of Forest Grove's specific responsibility to feed its community members. Using collaborative principles, we can identify all aspects needing support for the comprehensive food system we need here.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? Above 5000 comm

Has the sponsor received a Community Enhancement grant for this project in the past? No
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year? Yes
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

Our 2019-2020 grant was related to expanding our Gleaning Program, and we succeeded in locating and training 4 additional Harvest Team Leaders for supporting the program. Total amount gleaned and donated was over 3000 pounds of fresh produce and baked goods. We will continue to expand our potential locations for both collecting surplus food and distributing it to local food pantries. Yes, the 2019-2020 total amount was spent.

If awarded, this current CEP 2020 grant award will allow us to create a continuing, specific location for raising additional food to harvest and donate directly to FG food pantries, in the name of Forest Grove City.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?
 Previous projects, catalogs, knowledgeable Board/Core group members of DCCFW

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	5455'			
Supplies	=			
Capital	120'			
Materials	920'			
Other (please explain):	649 ⁵⁰			
Admins @ 10%				
Total	\$0.00 7144 ⁵⁰	\$0.00 \$6400 ⁰⁰	\$0.00	\$0.00

Total Estimated Costs: \$0.00 \$13544.50

% of Total Budget provided by Sponsor: 0.00% 47%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Our funds will largely come from fundraising and educational activities where we gather donations from participants. *Volunteers will assist with construction and maintenance and is valued at \$20/hr for 16 weeks. Administrative activity will also be included.*
 Additional funding has come for our operations from past grants specifying 10% for our operations and sponsored activities. *They will contribute 20 hours/week of gardening area.*

G. Will the project be completed with the proposed funding or will future funding be necessary?

This potentially expanding provision of locations to raise crops, and teach skills for ongoing food creation will require us to also seek donations of garden/farm land, community kitchen use, and general public education activities, as we have done throughout or existence. Future funding will always help us achieve our goals of making sure all community members can eat nutritious

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

A sustainable, city-wide food system will always require collaborative, connected community members supporting a continual city food system with monitoring and financial support. We are working to help the City of Forest Grove see the city's responsibility currently in an era of homelessness and hunger. If FG can achieve increasing this type of security, with focus on sustainable goals, we can share our skills with other towns around us who surely have similar goals.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

Our work on aspects of the Circle of Food will include preparing our DCCFW/Forest Grove City Food Garden by preparing land for growing vegetable and herbs - planting starts and seeds to grow more food for the food banks, restaurants, schools, plus workshops to teach skills in food preservation and preparation this fall. Both the land and water we will be using has been donated. The seeds are surplus supplies left from our February 2020 Seed Swap. The small plant starts were not used due to the forced cancellation of our Fourth annual "Spring UP! Plant Sale. Those small plants - and the building of mounded-earth garden beds, along with addition of "hoop tunnels" for weather security (shade and sun as needed), will allow us to start our regular food production this spring. TVID water source will be provided promptly, as it is already located nearby. Harvested food will start to be available for city use in May 2020.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

All of our Dairy Creek Community Food Web board/core group members are experienced gardeners and farmers, plus some of us are qualified Master Gardeners. The many CEP-funded projects include Expanding Harvest Team Leaders Program, rebuilding the Side Yard Gardens at FG Senior and Community Center, Creating Mobile Gardens (using grocery carts), Funding district-wide Outdoor Learning Classrooms (School Gardens), Funding Children's Gardening books for classroom garden kits, and creating workshops in the many aspects of producing and preserving fruits & vegetables.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

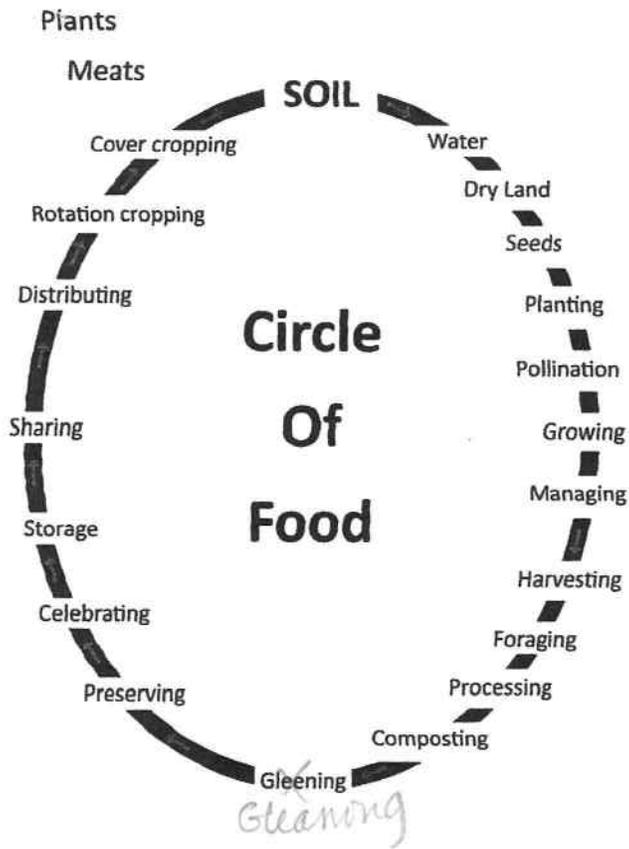
Dairy Creek Community Food Web always works to find collaborative groups to work together toward food security in Forest Grove. This particular expansion project - to give us a home for an actual City of Forest Grove Food Garden for supporting our food pantry systems - is going to require collaboration with St. Vincent de Paul Pantry, Solid Life Church (formerly Four Square Church), St. Bede Episcopal Church, Food Share (Pacific University), Community Connections West, FGSr&Community Center, South Hawthorne Neighborhood Garden (SHNG), and other related food providers locally.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The farm we have received permission to grow food on, ~~and~~ which will be providing TVID water for its success, belongs to Diane McKinnon. It is located on private land (her farm), and we have provided our Dairy Creek Community Food Web liability insurance information to her. She, in turn, will have people working on this food source garden each sign waivers specifically absolving her from any personal liability. Her permission documents for using the land are included with the addendum to this CEP grant application.

← please ignore printer ink smudges! →

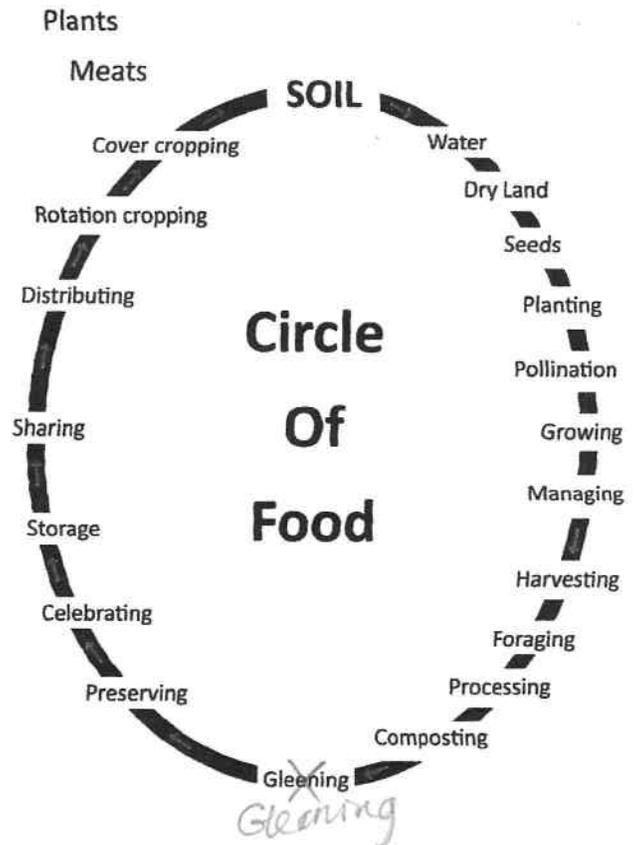
Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.



Alternative Energy

Solar, Wind, Hydro

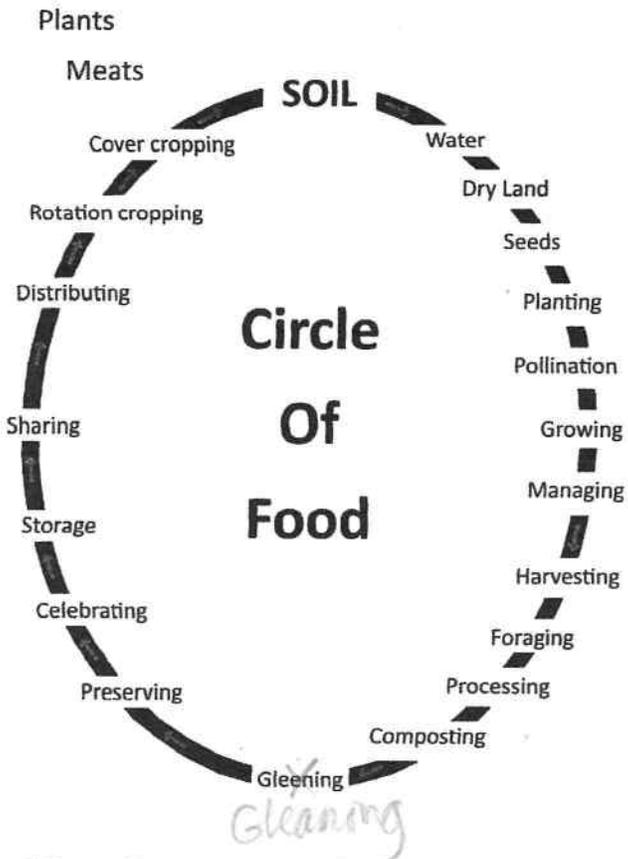
©Robin Lindsley



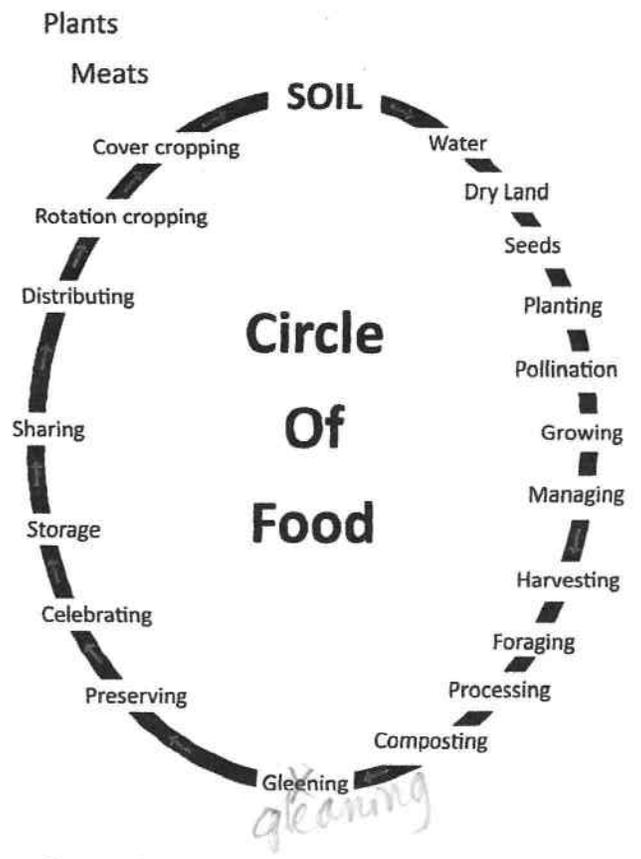
Alternative Energy

Solar, Wind, Hydro

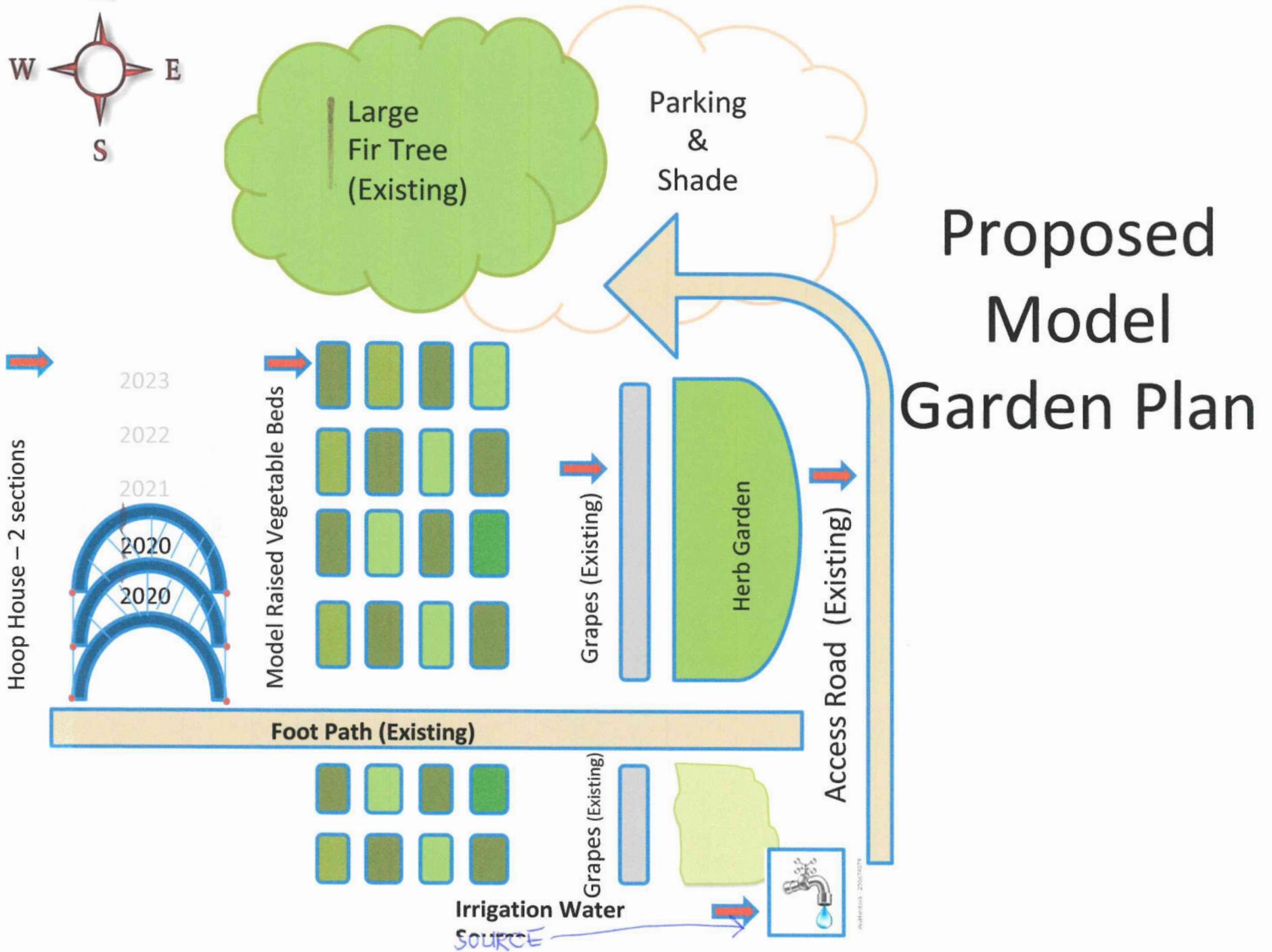
©Robin Lindsley



Alternative Energy



Alternative Energy



COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Centro Cultural Tax ID # 93-0606729
 (N/A for City Board or Commission)
 Contact Person: Itzel Chavez Daytime Phone: 208-650-5348
 Address: PO Box 708 Email Address: ichavez@centrocultural.org
 City: Cornelius State: OR Zip: 97113

Signature: Itzel Chavez Digitally signed by Itzel Chavez
 Date: 2020.04.03 16:57:11 -07'00'

PROJECT INFORMATION

A. Project Title **Amount Requested:**
Culturally-Responsive Liaison for Houselessness Services \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or environmental quality of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	This project addresses the need for culturally-responsive service to Latinx families experiencing houselessness in Forest Grove and Cornelius. There are not sufficient resources for people experiencing houselessness locally, and existing resources do not have

Choose which category best describes your project: Ongoing Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: _____ Project Completion Date: _____

A Culturally-Responsive Liaison for Houselessness Services in Forest Grove and Cornelius is part of a proactive effort to change the lives of families experiencing houselessness. Centro Cultural is creating a position to meet the growing supportive housing needs of the Latinx community that will focus on culturally-responsive outreach, resource navigation, and coordination support to the Winter Shelter of the Forest Grove Foundation's Local Housing Solutions. Our goal is to integrate supportive housing services into the fabric of the organization and break down as many barriers as possible for communities of color to prosper.

As the oldest Latinx nonprofit in Oregon, Centro serves as a safe place for people with migrant backgrounds, who speak Spanish and indigenous dialects, to gather for cultural events and to seek wrap-around resources. Clients can receive services that meet immediate needs such as access to a food pantry or health care and affordable housing navigation, and longer-term services in civic leadership and advocacy in climate justice, business and professional career development, and STEAM programming for youth.

The disproportionate number of clients experiencing houselessness or who are on the brink of houselessness is alarming, and the Community Enhancement Program will provide critical funding for a part-time, bilingual staff member who will focus on identifying and removing barriers for people seeking supportive housing. The Liaison's primary role will be to act as a site coordinator in Cornelius and Forest Grove during the winter months, and work as a housing resource navigator in the off months with Centro. This staff person will understand the diversity of the community and will have access to both the Winter Shelter's and Centro's resources, staff, and expertise.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? 300

The Liaison will primarily serve Latinx families, communities of color, and low inc

Has the sponsor received a Community Enhancement grant for this project in the past? No
If so, amount received \$ _____

Has the sponsor received a Community Enhancement grant for the current year? No
If so, is the project completed? Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Previous Projects

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$ 9,000.00	14400		
Supplies				
Capital				
Materials				
Other (please explain):	\$ 1,000.00	1340		
Total	\$ 10,000.00	\$ 15,740.00	\$ 0.00	\$ 0.00

Total Estimated Costs: \$ 25,740.00

% of Total Budget provided by Sponsor: 61.15%

F. Is there secure funding for Sponsor’s share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes, this is a new position that we will be funded @ .5FTE by our general operating budget and .5FTE with this grant

G. Will the project be completed with the proposed funding or will future funding be necessary?

Houselessness is a systemic issue and will need future funding to break down the barriers for families experiencing houselessness to get the resources they need.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

A Culturally-Responsive Liaison for Houslessness Services strives to make it easier for everyone to access houselessness services and reach their life goals. Unstable living situations increase general stress, making it difficult to overcome systemic barriers, and Centro is dedicated to working directly with the unique circumstances of each family experiencing houselessness. And to address systemic issues, our staff and leadership are working at the County and at regional levels to ensure governments prioritize equity for all communities of color. With the combined efforts of immediate relief and long-term strategic planning and advocacy, we strive to create a more sustainable Washington County.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

This position's timeline is dependent on the status of the coronavirus pandemic. Current staff can immediately begin outreach and coordination with the increasing amount of families experiencing houselessness due to the coronavirus pandemic. Because of social distancing requirements, some of Centro's current direct programming and resource navigation staff cannot complete their roles, and are available to adapt their roles to work in conjunction with local houselessness relief efforts. They would spend most of their time in the community, working with families throughout the year and coordination on site in the winter months.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

Ride Connection has a liaison at Centro who helps people navigate their services and also TriMet routes. This program would be similarly structured in the non-Winter Shelter months.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

Yes, we have coordinated this position with Celeste Goulding, chief staff for the Winter Shelter of the Forest Grove Foundation's Local Housing Solutions.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

Centro Cultural and both UCC Churches are considered private land and the project is available to everyone.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.



Monday & Tuesday at United Church of Christ
2032 College Way Forest Grove OR 97116
Wednesday & Thursday at Emanuel Lutheran Church
1124 Beech Street Cornelius 97113

April 3rd 2020

To the Community Enhancement Program Committee:

This letter is to encourage you to support the application submitted by Centro Cultural to the 2020 Community Enhancement Grant for the City of Forest Grove. Centro Cultural is a strong local leader, providing a broad range of social services locally. Their willingness to partner with Winter Shelter strengthens our local social safety net. We know that collaboration is the best route towards living in a full-service city. We live in a area that is drastically lacking in social services. As the housing crisis continues, inner-agency and cross-governmental collaboration is going to be necessary to develop avenues to provide housing and resources ensuring that the population can meet their own basic needs. Centro being able to assist in providing bilingual staffing and translation support to Winter Shelter is a fantastic example of the type of innovative collaboration we need to start seeing.

We know as a shelter provider at the edge of the local housing crisis, we are missing our Latinx neighbors suffering from housing instability or homelessness. Our lack of capacity combined with our lack of Spanish language material and speaking skill has left those unaware of available services utterly out of the loop. We know that there are families and individuals 'doubled up' or rather triple and quadrupled up in the Spanish speaking community, these folks would qualify for housing and homelessness services through the county, and would be welcome to access the Severe Weather Shelter to ease over-crowding or wintering in unsafe conditions. We just need to be able to communicate that the services exist, and to be able to guarantee that folks can be met by someone that speaks their language when they do decide to engage.

It is only logical for Centro and Winter Shelter to be combining forces to increase the knowledge of housing and homelessness services throughout the Spanish speaking community. We can't do it alone, and we can't do it without the funding to increase staff capacity. Centro and Winter Shelter partnering this last year to begin providing vocational training to local youth proves the viability of our partnership. Please consider funding Centro's application, and thereby supporting the further development of a local social service safety net.

Sincerely,

Celeste Goulding MSW
Shelter & Services Director
Winter Shelter of Forest Grove and Cornelius
503-985-8815

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Foodways at Nana Cardoon Tax ID # 81-3456226
 (N/A for City Board or Commission)

Contact Person: Charlene G. Murdock Daytime Phone: 206 794 1900

Address: 2542 NW Willamina Ave Email Address: charlene.nanacardoon@gmail.com

City: Forest Grove State: OR

Zip: 97116

Signature: Charlene Murdock

PROJECT INFORMATION

A. Project Title

Tuality Plains Great Grains

Amount Requested:

\$ 10,000

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
x	Improve the appearance or environmental quality of the community	Lessening the levels of chemical additive residues produced by current commercial farming methods by engaging the community in soil building.
x	Reduce the amount or toxicity of waste	We will minimize the use of chemicals in the farm area.
x	Increase reuse and recycling opportunities	Reuse and reduce harvest residue (straw) for mulch and animal bedding.
x	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	Demand for our freshly milled flour exceeds our current milling capacity. We will need to investigate adding more mills and milling equipment (face masks, fans and so on).
X	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	There is a growing list of educational opportunities from the Tuality Plains Great Grains Project. Grain trials at Nana Cardoon create a site for hands-on educational curriculum for the Forest Grove Community School, Forest Grove School District Adelante Mujeres and Pacific University, as well as adult education.
x	Result in improvement to, or an increase in, recreational areas and programs	There are several Great Grain Events and marketing dinners being planned for the Forest Grove area community
x	Result in improvement in safety	Chemicals in the farm areas will be minimized.
x	Benefit youth, seniors, low income persons and/or underserved populations.	The Project will provide the option of sustainably-produced local grains and value added products (bakery items, grains, malted grains)

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: 7/1/20 Project Completion Date: 6/30/2021

Grant support will enable Tuality Plains Great Grains to continue the sustainable resurrection of the local grain economy bringing with it a greater level of food security. And, as we proceed, we will be using sound farming practices and soil maintenance to sustain a healthy environment in our Forest Grove area.

At this point, we have been able to supply our local industry partners: Slow Rise Bakeshop, Waltz Brewing, Kaiser Brewing, Dogwood Distilling, Old Ferments, and Tiller Malt. We have added McMennamins Brewing, Carleton Bakery, and numerous retail and restaurant accounts in the Metro Portland area. We have been able to open lines of communication with other local farmers interested to know more about our activities, and several addition local farms are wanting to participate in the local grain movement. We are also supplying seed to growers in Oregon, Pennsylvania, and New York.

Personnel Services: CEP: cleaning and milling. Sponsor: Baking for markets. Forest Grove and Orenco Markets are added for the 2020 Market Season. Other #1; Soil prep, planting and harvesting

Supplies: CEP: bags, labels, boxes. Sponsor: baking ingredients Other #1: Seed and fertilizer Other: Other#1 Rent, Irrigation, Etc

Marketing & Publicity: CEP: Grain Events at Spiesschaert Farm and other venues, website updating and market strategy.

D. Estimate how many Forest Grove residents will benefit if this project is funded. Who will benefit if this project is funded?

The community of Forest Grove and surrounding areas. Community members that support local bakeries, brewers, distillers, and expose themselves to our educational tastings at the farmers markets.

Has the sponsor received a Community Enhancement grant for this project in the past?

If so, amount received \$ 3,050

Has the sponsor received a Community Enhancement grant for the current year?

If so, is the project completed?

Yes

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

This year we harvested Red Fife, Dark Northern Rye, Purple Karma Barley. We are approved for Bon Appetit Management Corporation (serving colleges, universities, Intel, and so on), a highly appropriate target market for spreading the word about local food security.

Our third annual Celebrate Great Grains (700 attendees), was held at Spiesschaert Farms on September 22, 2019 .

Community members benefitting from the project include those enjoying local bakery items and brewery items, including tea, and those attending the Celebrate Great Grains Event. Several grain education classes are taught annually at the Forest Grove Library. Ongoing Grain Education takes place at the First Wednesday Market in Forest Grove. Tuality Plains Great Grains bakery items and educational activities regarding grains have been approved for the Hillsboro Orenco Market for the 2020 season.

E. PROJECT BUDGET

Total Estimated Costs: \$32,800 _____ How were these costs estimated (quotes, catalog, previous projects, etc.)? We used \$20/hour for industry professionals and \$15/hour for volunteers.

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services	\$3,075	\$7,500	\$9,000	
Supplies	\$1,915		\$4,000	
Capital				
Materials				
Other (please explain):			\$2,000	
Marketing & Publicity	\$5,010			\$300
Total	\$10,000	\$7,500	\$15,000	\$300

Total Estimated Costs: \$32,000

% of Total Budget provided by Sponsor: 23% %

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

Yes sponsor's share and farmer's share of in-kind costs are secure. There are no other public or private agencies involved. We manage intern and volunteer hours from Adelante Mujeres, Pacific University, and Eden Acres.

G. Will the project be completed with the proposed funding or will future funding be necessary?

We foresee the need for expanded infrastructure in terms of a commercial mill and permanent housing for the mill. We will also need to consider secure grain storage.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

We will provide a renewable grain resource with very little carbon footprint. The entire community will benefit as a result of the availability of whole grain products: baked goods, flour, whole grains. The project will pave the way for new jobs due to expanded grain economy in our farmscape.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

The consumer education portion of the project begins with the First Wednesday Farmers Market and the Hillsboro Orenco Market for the 2020 season.

August, 2020 Harvest, clean, bag and store grain, Lab test for nutritional content, Bale and store straw residue

Continue Milling with countertop mills, Hold several grain events at Spiesschaert Farms, Plant grains for 2021 season, plant cover crop in field of 2019 harvest

October, 2020 Continue test marketing (retailers and on farm markets, bakeries, restaurants, breweries, and distillers). April, Plant barley for 2020.

July 1, 2020 to June 30 2021: Education, Cultivating Customers, Marketing Outreach

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

We have managed a CEP mini Grant, and we are currently managing our 2018-2019 Forest Grove Sustainability Commission CEP Grants.

We rely upon 30 plus years experience in marketing. As Murdock & White, our Seattle based firm marketed and brokered specialty foods throughout the Pacific Northwest.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

We are collaborating with Spiesschaert Farms on an ongoing basis. We are building farm partnerships with additional large and small farms to expand varieties of grains. We rely on professional expertise from Washington State University Extension at Mt. Vernon (The Bread Lab), and the School of Agriculture at Oregon State University. We want to continue working with community partners: Eden Acres, Adelante Mujeres, Centro Cultural Kitchen Project in which we worked with Eden Acres to provide curriculum for Community Alternative Learning School students to cook for the homeless shelter at Emmanuel Lutheran Church. We would like to expand these collaborations. The main interest of our involvement in these educational projects is to utilize sustainably grown nutritional local ingredients. We will be applying for additional grants that will assist in our efforts to support local growers' produce in our curriculum.

Foodways at Nana Cardoon maintains membership in: The Bread Bakers Guild of America, Portland Slow Food, Friends of Family Farmers, and the BioDynamic Association of North America.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The grains are being grown on Lyle Spiesschaert Farm, with the farmer's expertise to grow grains in large, multiple-acre plots.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.

COMMUNITY ENHANCEMENT PROJECT APPLICATION

Sponsor: Forest Grove Elks #2440 Tax ID # 93-0582827
 (N/A for City Board or Commission)

Contact Person: Alice Custodio Daytime Phone: 971-930-5865

Address: PO Box 624 Email Address: amcust@gmail.com

City: Forest Grove State: OR Zip: 97116

Signature: _____

PROJECT INFORMATION

A. Project Title **Amount Requested:**

Weekend Food Backpack Program \$ 10,000.00

B. Mark all of the goals below which your project meets and explain how:

✓	Goals	How project meets this goal (be clear & specific)
<input type="checkbox"/>	Improve the appearance or environmental quality of the community	
<input type="checkbox"/>	Reduce the amount or toxicity of waste	
<input type="checkbox"/>	Increase reuse and recycling opportunities	
<input type="checkbox"/>	Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code	
<input type="checkbox"/>	Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.	
<input type="checkbox"/>	Result in improvement to, or an increase in, recreational areas and programs	
<input type="checkbox"/>	Result in improvement in safety	
<input checked="" type="checkbox"/>	Benefit youth, seniors, low income persons and/or underserved populations.	

Choose which category best describes your project: New One-Time Event or Program

C. Brief Project Description and Explanation of how the CEP funds will be used:

Proposed schedule: Project Start Date: August 20th Project Completion Date: June 2021

The Forest Grove Elks have maintained a food pantry for the backpack program for children with food insecurities over the past 4 years. Each year the need seems to get stronger on our community. As of this date March 11, 2020 we have 104 students in our program. These students are vetted through the FGSD process starting with school councellors and adminstrators and seent onto the ESSA Title IX-A/McKinney-Vento Liaison and Students in Foster Care Point of Contact David Pero. We work dilligently to persue a good nutritional offering for the students as well as supply some goods that the entire family can partake in.

Students take their backpacks home for the weekend and bring back the empty backpack on Mondays. The students mostlyh are on Free lunch program during the week but sometimes have little or no food for the weekend and the schools have found that the backpack program has helped with students not being hungary when they come to school and have better behavior and attention spans and are more alert. We also believe that it gives the students more confidence. Food insecurities is a serious issue and we are trying to deal with it within our community. We have great support from the School District and several persons within the Forest Grove Community have stepped up and supplied food or monetary donations. But it takes a lot to feed up to 110 students a week.

Our Budget for this past year was \$24,000.00 Dollars. Without the help of the Forest Grove Community Enhancement program and the kind food and Monetary donations of such organizations as St Bede's, United Methodist Church, The Eastern Star, St Anthony's Church, Old Town Church and the Elks National Foundation, we could not keep our committment to feed these children.

The monies go strictly to the purchase of Food and fruit drinks for the students. We may need to purchase some incidental supplies from time to time such as can openers, but 99.9% goest to food for the sturdents.

D. Estimate how many Forest Grove residents will benefit if this project is funded.

Who will benefit if this project is funded? _____

The 104 students and their families and the donors who give.

Has the sponsor received a Community Enhancement grant for this project in the past? No
If so, amount received \$ \$ 5,900.00

Has the sponsor received a Community Enhancement grant for the current year? No
If so, is the project completed? No, partially complete

Please provide a brief summary of services for current year grant, i.e. what was the impact on the community, how many people benefited from the project, have the total funds been spent, etc.

We use most of the CEP grant to purchase Tortillas, Gold Fish Whole Grain snacks and Gold Fish Graham Crackers packaged for individual use. We also have donations that come in for the items we serve and use the CEP money to fill in the gaps the complete the inventory for each weekly menu.

We are constantly looking for bargains, but at the same time trying to keep a high nutritious value with the food we send home. We also have to be alert to allergies that some students have. We have a lactose intolerant student, two students that cannot have fish, student who cannot have american cheese and students that have an issue with sea salt. These sometimes makes us have to purchase alternate foods for that week.

E. PROJECT BUDGET

How were these costs estimated (quotes, catalog, previous projects, etc.)?

Breakdown estimated costs by source:

	CEP	Sponsor	Other #1	Other #2
Personnel Services				
Supplies	\$ 10,000.00	8000	3000	3000
Capital				
Materials				
Other (please explain):				
Total	\$ 10,000.00	\$ 8,000.00	\$ 3,000.00	\$ 3,000.00

Total Estimated Costs: \$ 24,000.00

% of Total Budget provided by Sponsor: 33.33%

F. Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?

We receive funding from the Elks National Foundation in the way of Grant Money. We feel it is secure in that we are continuing to fund the same program as well as our members donate throughout the year. We also have other charitable organizations that assist us and Community Connections has a webpage for our use to help with funding.

G. Will the project be completed with the proposed funding or will future funding be necessary?

At this point this is an ongoing project and the food insecurity issue will not go away soon. I see that funding in the Future will be necessary.

H. Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision Statement and City Council Goals? Sustainability is intended to have a broad definition under this program.

Food insecurities is a very difficult issue to deal with. It really does effect so many of us. It is our hope that the politicians and public officials can devise a plan to help lower income families find work with flexible work schedules so that families can watch their own kids and still be able to work and become more self sufficient. Right now a parent has a choice of working and having children in daycare or watching their own children. It does not make sense for someone to work and then have to pay the high price of daycare and be no better off. We need more flex time businesses and encouragement to maintain the family values. These families will not always be poor and the children do not want to stay in poverty, together we can build our community to be socially, economically, environmentally of the highest value. We want our families to feel that Forest Grove is a tight knit community that takes care of it's own. Each day with the variety of organizations we have within Forest Grove we are finding more ways to make our lives and the lives of those within our community vibrant and definitely sustainable for generations to come.

PROJECT MANAGEMENT

A. Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task.

We start our year in August with the menus and schedule that is posted by the School District. Our Program when it gets started is a weekly program throughout the school year. We purchase food on an ongoing basis. We organize with the schools and get backpack donations from schools and businesses. We constantly work with the schools and community businesses to see what help they may be able to provide. August is planning Month. September we start filling backpacks. We have at least 8 volunteers each week filling back packs. We have another 2-3 volunteers purchasing food and filling shelves. At Christmas time we also have a food drive so that we may supply food to the families during the two week break. We start again in January and complete to Spring Break. During Spring Break, we assess how much money we have left and how much we need to complete the school year. It is ongoing until school is out for summer.

B. Describe prior experience managing similar projects. Include prior Community Enhancement Projects.

Each year we have been successful not only with the back pack program, but also in providing meals to veterans 4 days a week. We feed between 70-90 veterans a week. We had Lunch with Santa for a School within the school district and we have provided Food, books, hats, scarves and gloves along with some small gifts. Each year that project brings between 150-250 youngsters together at the Lodge. Each project has had a budget, organization for the event to take place and volunteers to serve at each event. Volunteer service is one of the most important tools we have. Without volunteers, the cost of doing such events would be cost prohibitive.

C. Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.

We have coordinated with other public and private organizations and coordination is ongoing. When children are involved it is never complete. However, we do keep constant communication with all within our community for support.

D. If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application.

The Forest Grove Elks Lodge is located in a very accessible part of town. We have the parking space and room to house the food supplies needed each week. The Elks is the Land owner and the Members of the Lodge have given me permission to utilize our facility to maintain the backpack program and the volunteers that are not Elks have been welcomed into the building to do their volunteer work.

Applications must be submitted by 5:00 pm, April 3, 2020, at Forest Grove City Hall, 1924 Council Street. Please limit question responses to the spaces provided.