

## Forest Grove Sustainability Commission Mini-Grant Application

### Grant Guidelines:

- Provide seed money to local organizations offering sustainability projects addressing equity, economic, and/or environmental issues Forest Grove at **no charge** to the community.
- Preference is given to groups:
  - Serving underrepresented portions of the community such as children, seniors, low-income, and Latinos.
  - Providing a substantial in-kind contribution; volunteer support and/or donation of goods and services.
  - Demonstrating reuse, repurpose, recycled or local materials
- Eligible activities consistent with the Sustainability Commission's Action Plan
- Non-profit organizations and schools are eligible to apply
- Organizations are not required to be registered as a non-profit.



**Please print clearly or type your responses.**

Sponsor (organization, school, committee): Neil Armstrong Middle School  
 Contact Person: Colin Hawkins Contact Phone: 503-380-3578  
 Address: 1777 Mt. View Ln E-Mail Address: chawkins@fgsd.k12.or.us  
 Signature: *Colin Hawkins*

A. Project Title: NAMS Garden + Outdoor Program Amount Requested: \_\_\_\_\_

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

Goals	How project meets this goal (be clear & specific)
Improve the appearance or environmental quality of the community	We will beautify the middle school campus.
Reduce the amount or toxicity of waste	
Increase reuse and recycling opportunities	Using Composting to reuse food waste.
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	
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.	Students will use materials to explore the food sources in our community
Result in improvement to, or an increase in, recreational areas and programs	
Result in improvement in safety	
Benefit youth, seniors, low income persons and/or underserved populations.	We will be teaching sustainable gardening to the community.

Note: The Forest Grove Sustainability Commission makes every effort to ensure that a representative will participate in a project or attend events sponsored in part by the commission.

**C) Brief Description and Explanation of how the CEP funds will be used:**

Proposed schedule: Project start Date: Spring '18 Project Completion Date: Summer '18

D) Estimate how many residents will benefit if this project is funded: At least 850 kids and their families.  
 Who will benefit if this project is funded? Students and Community members.

**E) Projected Budget**

Total Estimated Costs: \$ \_\_\_\_\_

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

Categories	Mini-Grant Funds	Sponsor *	Other * (specify)
Personnel Services (explain):			
Marketing & Publicity (explain):			
Materials & Supplies (explain): 2x4 Wood (100) Screws (25 lbs of 3" Deck screws)	\$406.85		385.00
Other (explain): Delivery from Home Depot	70.00		
<b>Total</b>	<b>\$476.85</b>	<b>\$</b>	<b>\$385.00</b>

Previous purchase for same materials to build planter boxes

% of Total Budget provided by Sponsor? \_\_\_\_\_ %

\* In-Kind Contribution

**F) Name of organizations that will partner or collaborate with this project:**

Community Garden Project, Dept. of Agriculture, Ag Link

**G) 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

**H) Will the project be completed with the proposed funding or will future funding be necessary?**

We will complete 12 more planters with this money. We plan to build approx. 48 more this summer.

**I) Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially?**

We will be teaching the community to grow sustainable food gardens.

Application needs to be submitted 10 days prior to a regular Sustainability Commission meeting (held the 4<sup>th</sup> Thursday of each month) to be considered. Applicants should plan to attend the meeting to present the request and answer questions (10 minute presentation and 10 minutes for questions).

Within 30 days of completion of the funded project or event, the applicant is required to submit the Final Report (attached). A reimbursement check, not to exceed grant amount, will be processed and distributed within two weeks. A request for purchase can be made if the project lacks sufficient funds to start.