

2019 Metro North Portland Vanport Legacy Enhancement Grant

North Portland Community Works believes in the power of story and chose to name this community grant the Metro North Portland Vanport Legacy Enhancement Grant. The story of Vanport, once Oregon's second largest city and the center of North Portland, is one of historic loss, the power of nature, a rich multicultural community, tragic displacement and resiliency. In honor of this legacy, these grants are for programs and projects building community for all North Portlanders. Learn more about Vanport www.vanportmosaic.org.

North Portland Community Works, in partnership with Metro, administers these funds. Since 1994, North Portland Community Works has provided support for community building programs and projects by and for the community. Learn more about North Portland Community Work www.npnscommunity.org/fundmyproject

Funds for this grant program come from Metro's commitment to provide a community benefit when licensing new solid waste facilities. For the Metro North Portland Vanport Legacy Enhancement Grant, the Recology waste recycling facility pays into a fund to support these community benefit grants. Learn more about the Recology recycling facility <https://www.recology.com/recology-portland/suttle-road-material-recovery-facility/>

Funds Available

In this inaugural year of the grant program, a total of up to \$65,000 will be available. Grants will be awarded in three categories:

- A. Projects/Programs – Groups seeking between \$500 to \$2,500 for community building projects and programs. Individuals, sponsored by a community group, seeking up to \$500 for community building projects and programs.
- B. Community Events – Groups seeking up to \$1,000 to assist producing community events.
- C. Operational Capacity – For groups with a demonstrated annual operating budget, funds of up to \$10,000 are available to continue ongoing community work. Organizational capacity grants may not be applied for in consecutive years.

Qualification

Qualifying organizations will have the appropriate organizational structure and capacity to complete grant funded projects and programs. Organizations must have either federal 501 (c) (3) tax-exempt status or be fiscally sponsored. Organizations must have or obtain general liability insurance. Grant requests may include requests to fund insurance costs and application for non-profit federal tax status. Please contact us should these qualifying requirements present a barrier.

Projects and programs must not discriminate based on race, ethnicity, age, gender, or sexual orientation and may not promote nor inhibit religion.

Grant Criteria

This is a reimbursable grant. Funds must be expended before being reimbursed. North Portland Community Works will work with grant recipients if this presents a barrier. Match funding is encouraged but not required.

NP Vanport Legacy Enhancement Grant Boundaries: Eligible projects and programs must serve communities on the North Portland Peninsula and/or the Hayden Island, Bridgeton, East Columbia, and/or Piedmont neighborhoods (see map).

APPLICATION INSTRUCTIONS

Projects must meet one of the following goals:

1. Benefit youth, seniors, low income persons or underserved populations.
2. Result in improvement in safety.
3. Result in improvement to, or an increase in, recreational areas and programs.
4. Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve public awareness and the opportunities to enjoy them.
5. Improve the appearance or environmental quality of the community.
6. Reduce the amount or toxicity of waste.
7. Increase reuse and recycling opportunities.

Application Process

- Completely fill out the Metro North Portland Vanport Legacy Enhancement Grant Application. **Do not send additional materials unless requested.**
- Applications may be filed by either email or by U.S. Mail.
 - **Email filing address:** info@npnscommunity.org
 - **U.S. Mail filing address:** Metro NP Vanport Legacy Enhancement Grant, 2209 N. Schofield St., Portland, OR 97217
- **Applications must be received before Midnight, Sunday, November 25, 2018.** Applications received after November 25th will not be considered.
- A five-member selection committee, four community members along with Metro District 5 Councilor Sam Chase, review and rank applications.

Grant Workshop

An optional informational workshop will be held on Monday, October 29, 2018 from 6:30-8:00 PM at the Historic Kenton Firehouse, 8105 N Brandon, Portland, OR 97217. This will be an opportunity for applicants to learn more about the grant, get grant writing tips, and have questions answered.

Timeline

October 1, 2018	Applications available
October 29, 2018	Informational Metro NP Vanport Legacy Enhancement Grant Workshop
November 25, 2018	Applications must be received before midnight
January 2019	Grant awards are announced
February 20, 2019	Grantees annual meeting
December 31, 2019	Grant project completion date

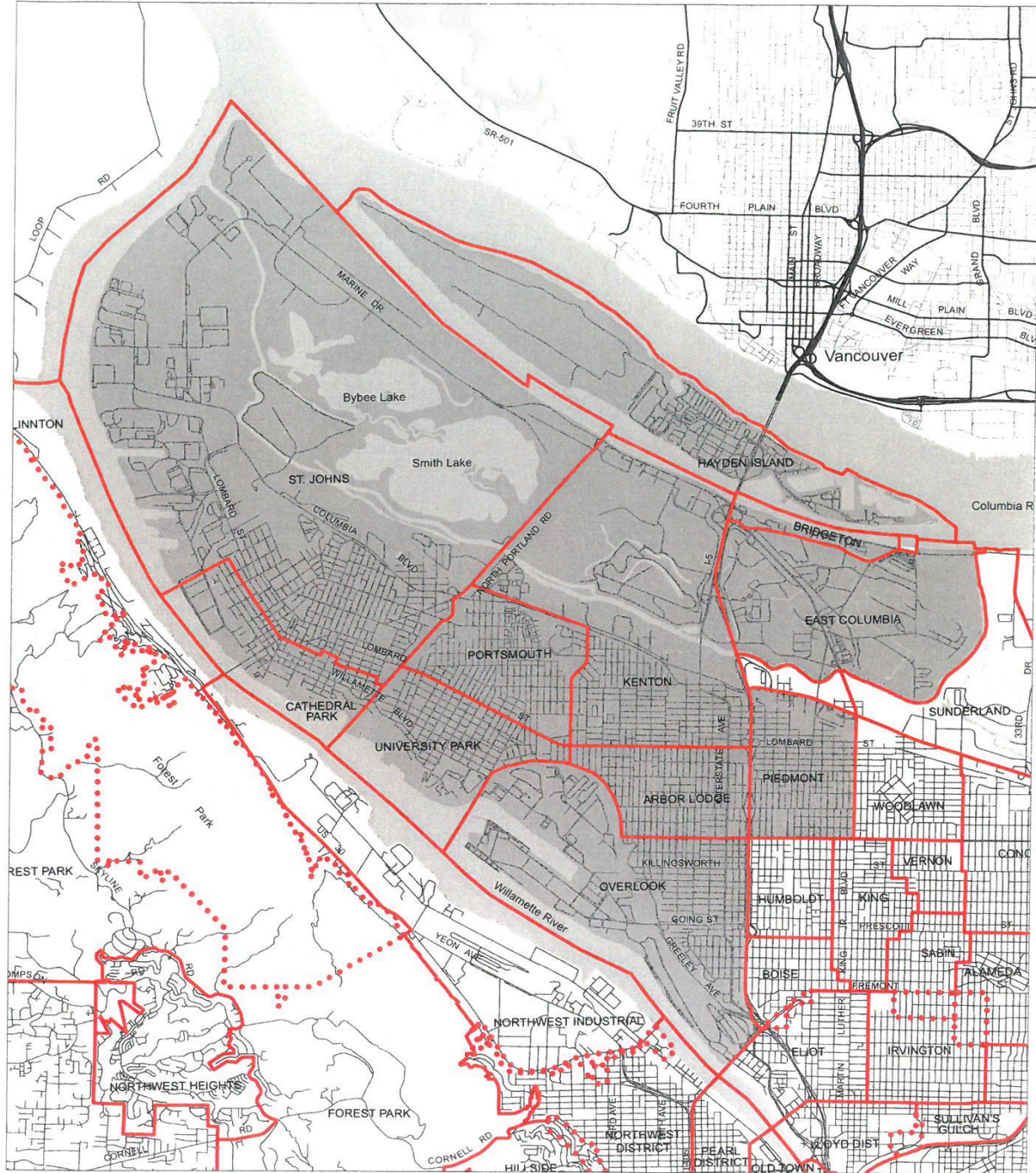
Grant Awards

- Grants awarded are expected to be expended and final reports submitted by December 31, 2019.
- Only those expenses incurred after the grant award date will be eligible for reimbursement.
- Successful grant recipients will be required to meet with the funder and other grantees once during the grant year as well as complete quarterly reports that include digital video, photos, etc.
- Grant recipients will be asked to recognize Metro and North Portland Community Works in printed and electronic materials.

More Information

Tom Griffin-Valade, Grant Administrator, info@npnscommunity.org

METRO N. PORTLAND VANPORT LEGACY ENHANCEMENT AREA





Metro North Portland Vanport Legacy Enhancement Grant 2019



- Answer all questions. Do not submit additional materials unless requested.
- **Limit answers to no more than a ½ page for each question. Use 12-point font.**

■ Section 1

Grant review committee members may contact you with questions regarding your application.

APPLICANT INFORMATION

Project Title _____

Neighborhood(s) Served _____

Organization _____

Grant Funds Requested: \$ _____

501 (c) (3) Status: Yes ___ No _____ Fiscal Sponsor: Yes _____ No _____

Project Coordinator(s) _____

Email _____ Phone _____

Alternate Coordinator(s) if relevant _____

Email _____ Phone _____

Partner Organization(s) if relevant:

NARRATIVE

■ Section 2

Under which one of the Grant Categories listed below should this project or program be considered.

Letter Selected:

- A. Projects/Programs
- B. Community Events
- C. Operational Capacity

Under which one of the Grant Criteria listed below should this project or program be considered.

Number Selected:

- 1. Benefit youth, seniors, low income persons or underserved populations.
- 2. Result in improvement in safety.
- 3. Result in improvement to, or an increase in, recreational areas and programs.
- 4. Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve public awareness and the opportunities to enjoy them.
- 5. Improve the appearance or environmental quality of the community.
- 6. Reduce the amount or toxicity of waste.
- 7. Increase reuse and recycling opportunities.

■ Section 3 Limit answer to no more than a ½ page for each question. Use 12-point font.

Briefly describe the project or program. Include how the funds requested will be used.

■ Section 4 Limit answer to no more than a ½ page for each question. Use 12-point font.

Describe who will benefit from this project? How many people will be engaged? How will outreach be conducted? How will the project welcome diversity?

■ Section 5 Limit answer to no more than a ½ page for each question. Use 12-point font.

Provide a simple timeline for your project. Include your expected start and completion dates and any major project milestones.

■ Section 6 Limit answer to no more than a ½ page for each question. Use 12-point font.

Explain how collaborating organizations or partners will be involved in the successful implementation of the grant project. Describe the participation of collaborating organizations.

■ Section 7 Limit answer to no more than a ½ page for each question. Use 12-point font.

Describe how you will implement your project if not fully funded. What are the priorities for this project?

■ Section 8 Limit answer to no more than a ½ page for each question. Use 12-point font.

What impact will the program or project have on communities in grant boundary area?

NARRATIVE

■ Section 9 This section ONLY for Grant Categories A or B (projects or events)

Budget. Please include as much detail as possible. The budget must relate to the grant narrative presented in Sections 1 through 8. Match funding is encouraged but not required.

Additional budget notes may be added.

Item/Service/Expense	Requested Funds	Matching Funds CASH	Matching Funds IN KIND	TOTAL
Personnel Staff salaries, direct project management, volunteer labor (show hourly rates, total hours).	\$	\$	\$	\$
Overhead Costs Utilities, advertising, rent, telephone bills, administrative costs directly related to project (e.g., accounting, fiscal management). Show estimated cost for each item listed.	\$	\$	\$	\$
Professional Services Functions performed by independent contractors.	\$	\$	\$	\$
Materials, Equipment, Supplies List items, quantities, prices.	\$	\$	\$	\$
Transportation or Travel Costs Itemize. Mileage rate of \$0.54/mile applies.	\$	\$	\$	\$
Other Describe, itemize.	\$	\$	\$	\$
TOTAL	\$	\$	\$	\$

Total Requested Funds column must match the Grant Funds Requested in Section 1 of the application.

In-Kind Support: Donated services and time can include estimated dollar amount of in-kind donations and/or general volunteer hours at \$22.75 per hour. For professional or skilled volunteer work, visit www.bls.gov/oes/current/oes_or.htm to identify a median per hour volunteer rate.

■ Section 10 This section ONLY for Grant Category C (organizational capacity)

Please attach (or include a link to) the:

- Most recent IRS 990 filing
- Current budget

Note: For Fiscally Sponsored Organizations, attach the most recent IRS 990 filing and the current budget of the fiscal sponsor and in addition, attach the applying organization's revenues and expenses for the previously completed fiscal year as well as the budget for the current fiscal year.