

Metro Enhancement Grant Eligibility Criteria

Name of Organization: Oregon City Porch Fest

Name of Project:	Oregon City Porch Fest 2024
Address:	1102 Jefferson Street Oregon City, OR 97045
A. Total amount requested:	\$37,550
B. Match cash:	0
C. Match in-kind:	\$27,400
D. Total project cost:	\$64,950

The applicant organization must meet ALL of the following criteria to apply for a Metro Enhancement grant. Check to confirm that each condition is met.

<input checked="" type="checkbox"/>	<p>1) The applicant organization must be:</p> <ul style="list-style-type: none"> • a charitable organization – such as a 501 c 3 certified organization or other tax-exempt nonprofit that engages in charitable work • a neighborhood association in the Oregon City • a department of the City of Oregon City
<input checked="" type="checkbox"/>	<p>2) Application must be in good standing and have a current registration with the State of Oregon.</p>
<input checked="" type="checkbox"/>	<p>3) The project must meet at least <u>one</u> of the 10 Metro project criteria:</p> <p>_____ 1) Result in significant improvement in the cleanliness of the City.</p> <p>_____ 2) Increase reuse and recycling efforts or provide a reduction in solid waste.</p> <p>_____ 3) Increase the attractiveness or market value of residential, commercial or industrial areas.</p> <p>_____ 4) 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 Code.</p> <p>_____ 5) Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.</p> <p>_____ 6) Preserve or increase recreational areas and programs within the City.</p> <p>_____ 7) Improve safety within the City.</p> <p>_____ 8) Increase employment or economic opportunities for City residents.</p> <p>_____ 9) Provide work, training opportunities, or other benefit to youth, seniors and low- income persons or underserved population.</p>

	<u> X </u> 10) Enhance art and culture within the City.
<input checked="" type="checkbox"/>	4) The services provided as a result of the grant must be provided within Oregon City and/or be for the benefit of Oregon City residents.
<input type="checkbox"/>	<p>5) The proposed project must meet the required project match.</p> <p>Match required for this size project (M): <u> 40% </u></p> <p>Is (B + C) / D >= M</p> <p>27400/64950 = 42%</p>
<input checked="" type="checkbox"/>	6) The proposed project must be completed by June 30, 2025.
<input checked="" type="checkbox"/>	<p>7) Letter of support from the entity as described below:</p> <ul style="list-style-type: none"> • A letter of support from affected parties within the geographical boundary of the grant project (e.g., a neighborhood association; business association; or government entity). • A letter of acknowledgement from each City Department that could be affected by the project. • Any local government applicant must submit a letter of support from a private or non-profit partnership. • Written acknowledgment from applicable City Departments that the project meets requirements set forth by the City. Documentation should be included in the application packet.
<input checked="" type="checkbox"/>	8) Funds must not be used to replace any other public funds - federal, state or local funds.

Does the proposed project meet the grant eligibility criteria?

☒ Yes ☐ No



May 9, 2024

Metro Enhancement Committee
City of Oregon City
625 Center Street
Oregon City, OR 97045
Re: Porchfest Application

Dear Metro Enhancement Committee,

Thank you for the opportunity to comment on the Porchfest application request for funding of their neighborhood entertainment and community involvement project. As we understand this project, the goal is to help fund a Porchfest program for the neighborhood that would get homeowners to volunteer their porches, backyards, driveways etc. and be matched with an entertainer or group to provide music and entertainment in the neighborhood in conjunction with the annual McLoughlin neighborhood garage sale event.

The McLoughlin neighborhood heard the presentation regarding the proposal at our May 2nd General meeting, the members were excited with the prospect of increasing the size of the event to include more venues, and approved of the proposal by a majority. We support this project and would recommend that the Metro Enhancement Committee fund this program without hesitation.

The McLoughlin Neighborhood Association further believes that bringing visitors into our neighborhood and the city in general to "linger longer" will benefit local food establishments and stores. We appreciate the energy and talent of the team at Porchfest and look forward to an exciting annual event.

Best Regards,


Tim Powell

Chair

McLoughlin Neighborhood Association

5/15/24, 7:30 AM

(1 unread) - lkcowgill@yahoo.com - Yahoo Mail



● **Tillis Tree Care**
From: tillistree@gmail.com
To: LK Cowgill



Tue, May 7 at 5:06 I

Of course Lisa!

As a previous PorchFest host, I was amazed by its ability to unify our Oregon City community. I fully support the ongoing efforts and the grant request to ensure Oregon City PorchFest continues to bring people together.

Dustin Marchello



Show
original
message

—
Warm Regards,

The Tillis Tree Team
503-387-3035
tillistree@gmail.com
[Tillis Tree Website](#)

5/15/24, 7:31 AM

(1 unread) - lkcowgill@yahoo.com - Yahoo Mail



● Ben James
From: pdx914@gmail.com
To: LK Cowgill
Cc: Oregon City Porchfest

Fri, May 10 at 8:06 AM

Letter of support for Oregon City Porchfest:

I've been a business owner in Oregon City for nearly 2 decades since I moved my practice here in 2005. Since then, I've watched this city start to flourish and grow culturally as a result of key efforts by a few players of our community. Oregon City Porchfest, is one these few organization that contributes to the success of the arts and community involvement in our city. As an owner of commercial property in Oregon City, I am selfishly benefited by the generosity of time and commitment Oregon City Porchfest brings to our doorsteps.

I will continue to support, offer assistance, and sing the praises of Oregon City Porchfest. For further comment, or clarification on my comments, you may email me at pdx914@gmail.com or call my cell at 503.367.8904.

-Ben James
615 High St. Oregon City OR 97045
www.elevateplaza.com



**OREGON
CITY**



Metro

Community Enhancement Grant 2024-2025 Application

Thank you for your interest in the Metro Enhancement Grant Program. Before filling out the application, please read the Enhancement Grant 2024-25 Program Guidelines for complete instructions and to be sure that your proposal qualifies for funding. Applications received after May 17 at 5 pm will not be accepted. Kindly limit your answers to the space provided.

Please note that your organization may need to apply for city building permits and/or liability insurance coverage to implement your proposed project. *You may be able apply grant funds toward these costs.*

If you have questions, please contact Ann Griffin at agriffin@orccity.org or 503-974-5517.

Title of Project Oregon City Porch Fest

Applicant Organization Oregon City Porch Fest

Is this a Non-Profit Organization? Yes ☒ No ☐

Non-Profit Federal tax-exempt ID Number 99-1816641

Address 1102 Jefferson Street

City, State, Zip Oregon City OR 97045

Project Manager responsible for the Enhancement Grant project

Lisa Cowgill

Phone 541-921-5098

Email lkcowgill@yahoo.com

Chairperson of Governing Board (If Applicable) Amanda Dexter

Phone 503-954-7122

Email oregoncityporchfest@gmail.com

Signature _____

(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)

Proposal Information

1. Is this your first grant application to the Community Enhancement Grant program?

Yes ☒ No ☐

2. Have you received an Enhancement Grant in the last 3 years?

Yes ☐ No ☐

If yes, please describe the projects/programs for which you received funding.

3. Briefly describe the project for which you are requesting funds.

See attachment Pg. 1 #3

4. The proposed project must meet one or more of the following 10 goals. Please indicate which of the following outcomes your project will achieve by marking an "X" or a check mark.

- ☐ 1. Result in significant improvement in the cleanliness of the City.
- ☐ 2. Increase reuse and recycling efforts or provide a reduction in solid waste.
- ☐ 3. Increase the attractiveness or market value of residential, commercial or industrial areas.
- ☐ 4. Results 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 Code.
- ☐ 5. Enhance new or existing wildlife, riparian zones, wetlands, forest lands or marine areas, and/or improve the public awareness and the opportunities to enjoy them.
- ☐ 6. Preserve or increase recreational areas and programs within the City.
- ☐ 7. Improve safety within the City.
- ☐ 8. Increase employment or economic opportunities for City residents.
- ☐ 9. Provide work, training opportunities, or other benefit to youth, seniors, and low income people or other under-served groups.
- ☒ 10. Enhance art and culture within Oregon City.

5. Describe how the project meets the selected goal(s).

See attachment Pg. 1 #5

6. Project Period

Beginning Date: August 9, 2024

Ending Date: August 10, 2024

7. How will the community benefit from your project? What is the estimated number of people affected and anticipated outcome(s)?

See attachment Pg. 1 #7

8. Briefly describe your organization's prior experience managing similar projects.

See attachment Pg.2 #8

9. Describe the measurements you will use to assess the program/project effectiveness? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

See attachment Pg. 2 #9

Proposed Budget

Project Costs	(A) Grant Dollars Requested	(B) Matching Funds(Cash)	(C) In-Kind Matching Support	(D) Total
Personnel Services (salaries, administration)	7000.00		1000.00	8000.00
Project Administration costs (clerical, advertising, graphics, printing, postage)	2000.00		500.00	2500.00
Materials	2300.00		400.00	2700.00
Equipment/Supplies	5750.00			5750.00
Construction Costs			1500.00	1500.00
Event Costs	20000.00		24000.00	44000.00
Transportation Costs	0			0
Insurance Costs (if needed)	500.00			500.00
Consultants/trainers	0			0
Use the lines below to add any additional costs:				
Totals	37550.00	0	27400.00	64950.00

10. Proposed Budget. On the previous page, please describe the project's proposed budget. Please note that matching resources ARE REQUIRED. The total match amount required depends upon the total project cost. Matching funds may be either cash or in-kind. An in-kind match is a form of support for the project that does not need to be directly paid for. For example, the value of volunteer service is considered a match. Volunteer labor may be valued at an estimated rate of \$27.20 per hour.

Total Project Cost	Additional Funding Requirement
\$0 to \$9,999	10% of total project cost
\$10,000 to \$19,999	20% of total project cost
\$20,000 to \$39,999	30% of total project cost
\$40,000 to \$50,000	40% of total project cost

Using your proposed budget from the previous page, please list the Grant Amount Requested, the total Matching Funds (Cash) and total In-Kind Matching Support. The total project cost is the sum of these three amounts.

Grant Amount Requested:	037550.00
+ Matching Funds (Cash):	00
+ In-Kind Matching Funds	027400.00
= Total Cost of Project:	064950.00

11. **Description of In-Kind Match.** List the sources of support for the project’s in-kind match (e.g., volunteer hours and donations). As described in the Enhancement Grant Program Information document, volunteer labor may be valued at an estimated rate of \$27.20 per hour.

Item	Source of Support	Estimated Value (\$)
Admin	donation	1000.00
Projects	donation	500.00
Materials	donation	400.00
Construction	volunteer hours	1500.00
Entertainment	volunteer hours	24000.00

12. List all grants applied for in support of this project and commitments confirmed to date.

NA

13. Administrative costs are allowed as part of the project. What percentage of Enhancement Grants funds will be used for personnel services or administrative costs?_____

we anticipate 14%

14. Letter(s) of Support

Please include one or more letter(s) of support for the proposed project. Letters of support demonstrate that people who could be impacted by a project are aware of it and in support of it.

Required letters of support include:

- a) Active partner organization – If your organization is working in collaboration with a partner organization, please include a letter of support from that partner organization.
- b) Property owner - If the project will have an impact on private property or city-owned property, then a letter of support should be included from the property owner. For example, if the proposed project will take place in a city-owned park, then a letter of support should be included from the Oregon City Parks and Recreation Department.
- c) Neighborhood Association - Applicants should also include a letter of support from a relevant neighborhood association if there is an active neighborhood association where the proposed project will take place. We recognize that several neighborhoods do not have an active neighborhood association. To learn more about what neighborhood your project is in, go to the City of Oregon City website, and search “What Neighborhood Am I In?” (<https://www.orcity.org/404/What-Neighborhood-Am-I-In>)

Will my project impact the City?

Please contact the City of Oregon City if you think that your project will impact City operations or facilities, such as a park, sidewalk or public right of way. You should request written acknowledgement from the applicable City Department that the project meets applicable City requirements. Some proposals may require liability insurance.

Please contact Ann Griffin to discuss.