

Metro Enhancement Grant Eligibility Criteria

Name of Organization: Clackamas Workforce Partnership

| | |
|-----------------------------|---|
| Name of Project: | Clean State Clackamas |
| Address: | 365 Warner Milne Rd. Suite 202 Oregon City, OR 97045 |
| Total amount requested (A): | 50,000 |
| Match cash (B): | 36,000 |
| Match in-kind (C): | 2,000 |

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><u> x </u> 7) Improve safety within the City.</p> <p><u> x </u> 8) Increase employment or economic opportunities for City residents.</p> <p><u> x </u> 9) Provide work, training opportunities, or other benefit to youth, seniors and low- income persons or underserved population.</p> <p>_____ 10) Enhance art and culture within the City.</p> |

| | |
|-------------------------------------|---|
| <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 checked="" type="checkbox"/> | <p>5) The proposed project must meet the required project match.</p> <p>The total project cost is in column D. Match required for this size project (M): <u>40% stated on application</u></p> <p>Is $(B + C) / D \geq M$</p> <p>38,000/88,000= 43%</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. • If there is a project partner organization, a letter of support from the project partner should be included. • 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. |
| <input checked="" type="checkbox"/> | 9) Is the application signed by an appropriate person? |

Does the proposed project meet the grant eligibility criteria?

☒ Yes ☐ No



**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 the deadline 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 _____

Applicant Organization _____

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

Non-Profit Federal tax-exempt ID Number _____

Address _____

City, State, Zip _____


Project Manager responsible for the Enhancement Grant project

Phone _____ Email _____

Chairperson of Governing Board (If Applicable) _____

Phone _____ Email _____

Signature Amanda Wall

 Digitally signed by Amanda Wall
Date: 2024.05.22 11:05:11 -07'00'

(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. If you answered "No" to Q1, have you received an Enhancement Grant in the last 3 years?
Yes ☐ No ☐

If yes, please describe the grant project(s) for which you received funding.

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

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 proposed project will meet the selected goal(s).

6. Project Period

Beginning Date:

Ending Date:

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

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

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

Proposed Budget

| Project Costs | (A) Grant Dollars Requested | (B) Matching Funds(Cash) | (C) In-Kind Matching Support | (D) Total |
|---|--|---|---|----------------------|
| Personnel Services (salaries, administration) | | | | |
| Project Administration costs (clerical, advertising, graphics, printing, postage) | | | | |
| Materials | | | | |
| Equipment/Supplies | | | | |
| Construction Costs | | | | |
| Event Costs | | | | |
| Transportation Costs | | | | |
| Insurance Costs (if needed) | | | | |
| Consultants/trainers | | | | |
| Use the lines below to add any additional costs: | | | | |
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| | | | | |
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| | | | | |
| Totals | | | | |

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: | |
| + Matching Funds (Cash): | |
| + In-Kind Matching Funds | |
| = Total Cost of Project: | |

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 (\$) |
|------|-------------------|----------------------|
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12. List all grants applied for in support of this project and commitments confirmed to date.

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?_____

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.

May 1, 2024

RE: Letter of Recommendation for Clackamas Workforce Partnership

To the City of Oregon City,

Children, Family & Community Connections (CFCC) supports the objectives of the Clackamas Workforce Partnership Clean Slate Clackamas proposal to the Oregon City Metro Enhancement Grant Program. This grant will provide needed funding to continue to provide and expand expungement services to qualified participants at the clinics located in Oregon City.

Clean Slate Clackamas provides no-cost expungement to qualified Oregonians with eligible legal infractions. This program offers legal record expungement services, rental eviction expungements, and name & gender marker change applications. Clackamas Workforce Partnership, along with CFCC and the other providers at Clean Slate Clackamas, partner with nonprofits, legal professionals, and other relevant entities to provide services.

In closing, we believe this is an important opportunity to remove barriers to employment opportunities, better housing, financial stability, education and training, which ultimately leads to the economic development of Oregon City and the surrounding communities. We would like to express our confidence in the development of a more robust Clean Slate Clackamas program and see its potential for positive impact in the broader workforce system both locally and beyond.

Sincerely,



Adam S. Freer, MDiv, MSW, DPPD
Director



May 2, 2024

RE: Letter of Recommendation for Clackamas Workforce Partnership

To the City of Oregon City,

The PCC Legal Resource Center/CLEAR Clinic supports the objectives of the Clackamas Workforce Partnership Clean Slate Clackamas proposal to the Oregon City Metro Enhancement Grant Program. This grant will provide needed funding to continue to offer and expand expungement services to qualified participants at the clinics located in Oregon City.

Through this funding, Clean Slate Clackamas will continue to provide no-cost expungement to qualified Oregonians with eligible criminal cases. The funding will allow this program to continue to offer criminal record expungement services, residential eviction expungement services, and legal name & gender marker change services. Clackamas Workforce Partnership, along with the providers at Clean Slate Clackamas, partners with nonprofits, legal professionals, and other relevant entities to provide these services, including our legal clinic.

In closing, we believe that funding the Clackamas Workforce Partnership to continue providing expungement and other legal services is an important opportunity to remove barriers to employment, housing, education & career training, and financial stability. Continued investment in this program helps foster the economic development of Oregon City and surrounding communities. As a provider of all these legal services in Oregon, we are intimately familiar with how necessary and underfunded these programs are. We would like to support the development of a more robust Clean Slate Clackamas program and see its potential for positive impact in the broader workforce system.

Sincerely,

Leni A. Tupper
Director, PCC Legal Resource Center/CLEAR Clinic
<https://www.pcc.edu/legal-resource-center/>