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#### Submission information

Form: [Special Service Contract Program](#) [1]

Submitted by Visitor (not verified)

Tue, 09/02/2025 - 12:44pm

#### Title of Project

Sandy Kiwanis Christmas Basket Program

#### Applicant Organization

Kiwanis Club of Sandy

#### Federal Tax-Exempt ID Number

[REDACTED]

#### Organization Address

PO Box 1261

#### Organization City, State, ZIP

Sandy Or 97055

#### Name of Project Manager

Martin and Shannon Montgomery

#### Project Manager Phone

[REDACTED]

#### Project Manager Email

[REDACTED]

#### Project Beginning Date

Wed, 10/01/2025

#### Project End Date

Sat, 12/20/2025

#### Please describe your 2025-2027 SSCP project

The Sandy Kiwanis Club's Christmas Basket Program provides holiday food baskets, complete with all the fixings for a traditional ham dinner, to over 275 families in need within the Oregon Trail School District. In addition, the program ensures that children ages 0-17 receive toys and gifts, brightening the holidays for more than 500 local kids. With the increasing cost of food, the Sandy Kiwanis hopes that this SSCP grant will help meet the growing need for assistance that we are seeing in our community. We will also be using a portion of the grant funds to purchase some items for our large Kiwanis utility trailer that we can use in future years to make the event safer, more visible and more sustainable.

Our Food Basket and Toy Program takes weeks of planning, fund raising and program implementation. Kiwanis reaches out to the community for donations of food, cash and toys. Oregon Trail School District collects canned food the week before and Sandy High Key Club members help load the cans in all the boxes. Local businesses collect toys in toy barrels from customers, and

donate food, cash and other items. Kiwanis volunteers bring all the food and toys to a central location where boxes are filled and toys are organized by age. Other Sandy Community Service organizations, including Key Club, Fire Department, Police, Rotary Club, etc. come on Friday morning and fill bags with toys, books and games based on the toy bag label's ages and genders. On Saturday, Kiwanis volunteers hand out the food boxes and toy bags to each family picking up. For those not able to pick up, deliveries are arranged. The Sandy Kiwanis Food Basket and Toy Program is made possible through generous donations and the dedication of 100% volunteer coordination, with every effort focused on serving our community during the holiday season.

**What is the dollar amount of SSCP grant funding you are requesting?**

\$19,500

**Which of the 2025-2027 program objectives will your project achieve?**

- Support the health and physical well-being of residents within Sandy city limits
- Enhance community livability within Sandy city limits (especially safety & attractiveness)
- Preserve and / or celebrate Sandy's history and heritage

**Please specifically describe how your project meets the selected program objective(s)**

The Sandy Kiwanis Christmas Food Basket and Toy Program primarily meets SSCP Objective Two of "supporting the health and well-being of City of Sandy residents". It also touches on Objective Three (Community Livability) and Objective Four (History and Heritage). Each family receives one to two very large boxes of food, ham, fruit, vegetables and canned food. Providing food to families in need, directly supports the well-being of residents in Sandy and the Oregon Trail School District. By offering both essential holiday meals and gifts for children, the program helps ease the stress many parents and guardians face during the holidays, allowing them to focus on family and joy.

The Sandy Kiwanis Club, one of the longest-serving service organizations in the community, has a long history of supporting local kids. Through scholarships and events like the annual Easter Egg Hunt and the Key Club at the high school, our Kiwanis Club continues to make a lasting impact. This year, the Christmas Basket Program will celebrate its 70th consecutive year of service, making this event an important historic event of Sandy residents, helping our neighbors (Goal 4). The involvement of dozens of local volunteers, including other service organizations and businesses, helps improve the sense of community service and livability in Sandy (Goal 3).

**Please specifically describe how residents within Sandy city limits will benefit from the project**

The Sandy Kiwanis Christmas Basket and Toy Program provides over 275 families within the Oregon Trail School District (a requirement to enroll). Historically, more than 65% of our families receiving food baskets and toys, live within Sandy City limits. As part of this grant, we will be reporting the exact numbers of city residents served. Larger families receive two huge food boxes overflowing with ham, fruit, vegetables, and canned goods. The food and toys provided to these families during the holidays helps ease the hunger and stress by providing quality food and gifts

**Please identify and describe the measurements that will be used to assess the project's positive impact on Sandy residents**

The measurements Sandy Kiwanis will use to assess the positive impact are 1) The total number of boxes provided and families served, as well as the total number of individual children, adults and seniors (within city limits and outside city limits but within OTSD). We will also track the number of volunteers involved and their total volunteer hours. Finally, we will report the dollar amount of matching cash donations received this year, towards the SSCP grant.

**Please describe how this project represents good value for the City; maximizing the public benefits generated from this investment of taxpayer funds**

The value is simple – with food and toy costs at an almost all time high, this grant will help Sandy Kiwanis feed more local neighbors that may not have the ability to provide a holiday meal for their families, or gifts for their children. We also provide food boxes to many low-income seniors within our community. Our Kiwanis Food Basket Program also takes off some of the pressure off other local agencies like the Sandy Community Action Center so that they can focus on demand in the other 51 weeks of the year.

**Please describe how this project represents a sustainable long-term investment of taxpayer funds. How will this investment be leveraged to provide services in the future?**

As we head into our 70th year of the Kiwanis Christmas Food Basket and Toy Program, we continue to look for ways to make this, and our other Sandy community service events and Kiwanis fund-raisers more sustainable. These include Sandy Winterfest sponsorship, The Meinig Park Easter Egg Hunt, The Sportsmens' Breakfast (taken over from Sandy Fire), our Kiwanis ice cream booth at Sandy Mountain Festival, our Cruise-In Breakfast and Sandy's Trick or Treat Trail. The fund-raising events Kiwanis does, allow us to grant funds for Sandy High School scholarships, support Key Club, 4-H and FFA activities, provide Mt. Hood Kiwanis Camp and Scouting sponsorships, and assist in many other efforts, to help our Sandy community members.

A portion of the SSCP grant funds will be used to purchase a safety ramp and Sandy Kiwanis logo decals on our utility trailer. The utility trailer we purchased for hauling all the Christmas basket food and for other Kiwanis events, does not have any ramps and is almost two feet off the ground. Purchasing a safety ramp will allow us to safely load and unload food and other community event materials throughout the year and avoid volunteer injuries. Purchasing some large Sandy Kiwanis decals or car magnets will give our organization and the community events we sponsor, more visibility and marketing. Branding and marketing our organization is critical to recruiting more Kiwanis members and sustaining these Sandy community events and Kiwanis grants into the future.

Thank you for the opportunity to apply for this SSCP grant to help our Sandy community neighbors over the holidays and help sustain our City of Sandy and Kiwanis partnership into the future

**Have you received grant funding in the past, either through SSCP or through another organization?**

No

**Are you requesting an Alternative Payment Accommodation per Section 7 of the Program Guidelines?**

No

**Project Budget**

[sscp\\_grant\\_budget.xlsx](#) [2]

**If you would like to provide supplementary project documents, promotional materials, or other files for the City's consideration, you may upload them here**

[kcbpphoto.png](#) [3]

**Certification of Eligibility**

I certify that the proposed project is eligible for funding under the Program Guidelines. Specifically: the project will directly benefit residents living within Sandy city limits; the applying organization is tax-exempt under the Internal Revenue Code in good standing with the IRS; the project will not promote or inhibit religious activities; the project will not promote or inhibit political activities; the project will not discriminate based on race, ethnicity, age, gender, or sexual orientation; the project will not involve "self-dealing" or similar conflicts of interest as defined in the Project Guidelines; the project has a clear public benefit and has the permission of the owner of the property on which it will take place (if applicable); the applicant has a positive record of successful grant completion and compliance with City policies and regulations; and the requested funding for organization staffing will be dedicated to the execution of the specific project being applied for (if applicable).

**Agreement / Certification of Accuracy**

I certify that the information contained in this application is true and correct to the best of my knowledge. I understand that if the City finds the information in this application to be false, or if I fail to abide by all provisions and requirements of the SSCP Program Guidelines or all terms of the grant agreement executed between my organization and the City of Sandy, I will lose my eligibility to receive current and future grant funds, and may be required to return to the City any grant funds already received. I further understand that all materials submitted through this application and as part of this grant program may be subject to disclosure under public records laws.

**Source URL:**<https://www.ci.sandy.or.us/node/23491/submission/23937>

**Links**

[1] <https://www.ci.sandy.or.us/administration/webform/special-service-contract-program> [2]

[https://www.ci.sandy.or.us/system/files/webform/sscp\\_grant\\_budget.xlsx](https://www.ci.sandy.or.us/system/files/webform/sscp_grant_budget.xlsx) [3]

<https://www.ci.sandy.or.us/system/files/webform/kcbpphoto.png>

2025-2027 SPECIAL SERVICE CONTRACT PROGRAM GRANT APPLICATION BUDGET FORM



Project Name:		Kiwani Christmas Basket and Toy Program						OREGON
Applicant Name:		Sandy Kiwanis - Martin and Shannon Montgomery						
BUDGET ITEM	Units Needed	Units of Measure	Cost Per Unit	Total Cost	SSCP Grant	Matching Funds		TOTALS
					(A)	(B) Other Funding Sources *	(C) In-Kind Support	
PERSONNEL COSTS								
Sunday Volunteers	40	hours	\$33.49	\$1,339.60			\$1,339.60	\$1,339.60
Monday Volunteers	72	hours	\$33.49	\$2,411.28			\$2,411.28	\$2,411.28
Tuesday Volunteers	168	hours	\$33.49	\$5,626.32			\$5,626.32	\$5,626.32
Wednesday Volunteers	72	hours	\$33.49	\$2,411.28			\$2,411.28	\$2,411.28
Thursday Volunteers	96	hours	\$33.49	\$3,215.04			\$3,215.04	\$3,215.04
Friday Volunteers	186	hours	\$33.49	\$6,229.14			\$6,229.14	\$6,229.14
Saturday Volunteers	191	hours	\$33.49	\$6,396.59			\$6,396.59	\$6,396.59
Subtotal Personnel Costs				\$27,629.25			\$27,629.25	\$27,629.25
PROJECT EXPENSES								
Food including Ham, Potatoes, Rice, Canned goods, etc.				\$20,000.00	\$19,000.00	\$1,000.00		\$20,000.00
Oregon Trail School Dist. Canned Food Drive				\$11,000.00			\$11,000.00	\$11,000.00
Fruit Donation (Janz Enterprises)				\$1,000.00			\$1,000.00	\$1,000.00
Toy Donations (Toy barrels set up in 8 local businesses)				\$16,000.00			\$16,000.00	\$16,000.00
Donations for teen gifts				\$1,000.00		\$1,000.00		\$1,000.00
Uhaul Truck to pick up toys				\$600.00		\$600.00		\$600.00
Food boxes, Hefty bags, tape, etc.				\$1,100.00		\$1,100.00		\$1,100.00
Business Related (Square, postage)				\$225.00		\$225.00		\$225.00
Kiwanis Utility Trailer Ramp				\$300.00	\$300.00			\$300.00
Kiwanis Utility Trailer Decals/				\$200.00	\$200.00			\$200.00
Subtotal Project Expenses:				\$51,425.00	\$19,500.00	\$3,925.00	\$28,000.00	\$51,425.00
TOTAL PROJECT COSTS								
				\$79,054.25	\$19,500.00	\$3,925.00	\$55,629.25	\$79,054.25

* Other Funding Sources - List Sources Here	Amt. Funded
Personal and Business Cash Donations	\$3,925.00