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Submission information

Form: [Outside Agency Funding Request Form](#) [1]
Submitted by Visitor (not verified)
Wed, 08/31/2022 - 9:08pm
50.53.153.106

Agency Contact Information

Agency Name

Neighbors Nourishing Communities

Address

17660 SW Shawnee Trail

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Chad Darby

Contact Telephone Number

503-523-7142

Contact Email Address

neighborsnc@gmail.com

Agency Request Information

Request

NNC is requesting a sizeable one-time grant of \$15,000.

What is the Request for?

The City has generously supported our organization year after year at the \$2,500 level, which covers much of our operating costs. We are so grateful for that. However, we have a project this year that now has land use approval by the City, to construct a 960 sq. ft. greenhouse at Bridgeport Elementary School. Prior to COVID and supply chain issues/inflation, we had enough for this project. The permitting process for land use approval has taken a couple of years, during which costs have increased well above our resources. The good news is that the project is shovel-ready now. A grant of \$15,000 would allow us to complete this project in early 2023. The purpose of this project is to help with food insecurity in our community. Bridgeport Elementary has a majority of students on free and reduced price lunches. They have a program that sends

backpacks of food home with children on weekends to make sure they are fed. The greenhouse would help produce food, possibly fundraise for more support, and would provide an outdoor classroom where students could learn all year long while staying dry. There are so many benefits to the curriculum that will be built around this. We have already raised \$45,000 in grants and pledges. We could really use the support this one year to meet our fundraising goal.

Describe the Agency's Mission

To strengthen communities and reduce hunger through gardening.

What Group of Citizens in Tualatin Does Your Organization Target?

All citizens of Tualatin. We provide education, seeds, plants, and supplies to anyone for free if they are willing to join us in growing produce. We allow all gardeners to keep 80% of what they produce and we ask that they donate 20% for families in need, which we track. We teach classes at the Tualatin Library and have taught at schools as well. We also have had gardening programs for students at MITCH Charter School and seniors at Brookdale River Valley Tualatin in pre-COVID years. We hope to resume again soon.

What Types of Services will be Provided in the Funding Request Year?

Primarily the construction of the greenhouse with this grant. However, we will provide our plants seeds, and education as usual for the community. Most years we donate over 2 tons of fresh organic produce to the Tualatin Schoolhouse Pantry and other organizations in need. The students and garden club at Bridgeport Elementary School routinely produce 600-800 lbs of produce in their community garden. The greenhouse would be built in the garden and help extend the growing season.

How Many Tualatin Residents will be Served?

We have 42 volunteer gardeners in 2022. However, we support those that visit the Tualatin Schoolhouse Pantry, we help students in Tualatin schools, and we support our senior living community. We are probably helping 500-1,000 residents in one form or another. However, all of Tualatin is served as anyone can participate and receive free plants, seeds, and support. I don't know of any other City that can boast this pledge for it's residents. For low income families, many of whom live in apartments, we will even support them with rented garden plots so they can participate as well.

What Percentage of Your Program is Dedicated to Service in Tualatin?

All of our programs are in Tualatin. However we have a few volunteer gardeners outside of Tualatin. Even these often donate their produce to the Tualatin Schoolhouse Pantry. So I would say greater than 99% of our efforts are dedicated to serving Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We have pledged grants of \$15,000 from the Tualatin Rotary Club and Bridgeport Garden Club, which we included in our projected budget.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[2023_budget.docx](#) [2]

Please Submit Your Board Information

[board_members_2023.docx](#) [3]

Please Submit a Copy of Your 501(c)3 cert.

[irs_501c3_approval.pdf](#) [4]

Other Attachments

[bridgeport_greenhouse_v2.pptx](#) [5]

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/81717>

Links

- [1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>
- [2] https://www.tualatinoregon.gov/system/files/webform/2023_budget.docx
- [3] https://www.tualatinoregon.gov/system/files/webform/board_members_2023.docx
- [4] https://www.tualatinoregon.gov/system/files/webform/irs_501c3_approval.pdf
- [5] https://www.tualatinoregon.gov/system/files/webform/bridgeport_greenhouse_v2.pptx

Operating Budget 2023	
<u>Revenue</u>	
Cash (starting balance)*	\$32,034
Resident Donations (cash)*	\$50
Business Donations (cash)**	\$15,000
City of Tualatin Grant	\$15,000
Total Cash Starting and Received	\$62,084
Donated Material	
Victory Seeds (donated seeds)-estimated	\$125
Territorial (donated seeds)- estimated	\$100
Total Value of Cash and Donations	\$62,309
<u>Expense*</u>	
Oregon Business Filings	\$ 100
Seeds/Plants	\$1,000
Community Garden Space Rental for low income families	\$0
Supplies for classes, tools, growing medium	\$400
Administrative costs/supplies	\$500
Greenhouse construction***	\$60,000
Total Expenses	\$62,000
Year-end balance	\$309

*Projection for CY2022 based on current finances and past donation history

**Represents a donation promised by the Tualatin Rotary Club towards the Bridgeport Greenhouse and the Bridgeport Garden Club

***Based on bids for greenhouse construction: Materials (\$29,000), Electrical (\$5,000), and Contractor labor (\$27,000)

Board Member Name	Board Position	Occupation	Address	Phone Number
Chad Darby	Director/Chairman	Air Quality Consultant/Engineer	17660 SW Shawnee Trail, Tualatin, OR 97062	503.523.7142
Robert Kellogg	Director	Attorney	9412 SW Arikara Drive, Tualatin, OR 97062	971.235.6908
Frank Bubenik	Director	IT Consultant	17445 SW 107th Ave., Tualatin, OR 97062	503.692.1544
Caitlin Blood	Director	Skyline Farm Manager	7306 N. Vancouver Ave., Portland, OR 97217	503.475.4271
Evan Weisner	Director	Real Estate Management	23315 Sw Sherk place, Sherwood, OR 97140	503-752-4202
Peggy Fisher	Director	Director of Marketing	22445 SW Chilkat Ter, Tualatin, OR 97062	503.554.4096

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **SEP 05 2014**

NEIGHBORS NOURISHING COMMUNITIES
17660 SW SHAWNEE TRAIL
TUALATIN, OR 97062-0000

Employer Identification Number:
46-4536188
DLN:
26053633002204
Contact Person:
CUSTOMER SERVICE ID# 31954
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
January 16, 2014
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436



Bridgeport Elementary School Greenhouse Project





Purpose of the Greenhouse

- To enhance STEM education programs with an outdoor, rainproof classroom location where students can enhance science, math, reading, and writing skills centered around gardening and nursery operations year-round.
- To augment the nutrition of students at the school, particularly those that may benefit from taking home some additional produce.
- To expand the community garden for year-round use by the school garden club.



Who is Funding this Development?

- Funding for the greenhouse is from private sources and will not affect the funding of the school.
- This is a \$60,000 investment in the educational opportunities for the school children. Very few elementary schools have a commercial scale greenhouse. Funding sponsors include Neighbors Nourishing Communities and the Rotary Club, both of which are Tualatin organizations.
- Bridgeport Elementary School was chosen because of the existing community garden and garden club program, the passion of the teaching staff and parents, and the significant amount of charitable food donations already coming from the school garden.

Where Will it be Located?



What Will it Look Like?



This is a similar unit at Rainier High School, although quite a bit larger

Next Steps

- Permitting with City of Tualatin
- Construction in Spring of 2023
- Outfitting greenhouse, developing curriculum Spring/Summer 2023
- Begin School Use in Fall of 2024

