

Outside Agency Grant Program Review

DEPUTY CITY RECORDER NICOLE MORRIS

Agenda

- Current program overview
- Neighboring communities research
- Program opportunities
- Questions for consideration

Current Program Overview

Purpose

Giving back to the community is important to the City Council at the City of Tualatin. One way to give back is by giving to agencies serving social needs by enriching, improving, and enhancing quality of life. These agencies provide resources to our community such as medical/dental services, food, clothing, furniture, legal resources, domestic violence/sexual assault resources, teaching people how to grow their own food, home maintenance help, energy assistance, child/family development, and employment resources to name a few.

Current Program Overview

| OUTSIDE AGENCIES REQUESTS & DISBURSEMENTS 2019/20 TO 2022/23 | | | | | | | | |
|--|----------|----------|----------|----------|----------|----------|-----------|----------|
| | 2019/20 | | 2020/21 | | 2021/22 | | 2022/23 | |
| City Donation Amount | \$40,000 | | \$40,000 | | \$40,000 | | \$40,000 | |
| Total Requested (from agencies) | \$74,450 | | \$84,173 | | \$75,365 | | \$124,170 | |
| | REQUEST | RECEIVED | REQUEST | RECEIVED | REQUEST | RECEIVED | REQUEST | RECEIVED |
| Borland Free Clinic | | | \$2,000 | \$1,000 | \$2,579 | \$2,250 | \$2,250 | \$2,250 |
| Columbia Land Trust | \$13,950 | \$ 1,000 | \$6,423 | \$1,500 | \$7,286 | \$3,000 | \$5,920 | \$2,500 |
| Community Action Organization | \$7,500 | \$ 5,000 | \$9,000 | \$2,500 | \$10,000 | \$2,000 | \$40,000 | \$1,500 |
| Domestic Violence Resource Center | \$5,000 | \$ 2,000 | \$5,000 | \$2,000 | \$5,000 | \$2,000 | \$5,000 | \$2,000 |
| Family Justice Center of Washington County | \$ 8,500 | \$ 4,500 | \$ 6,000 | \$4,500 | \$ 5,500 | \$4,500 | \$10,000 | \$4,500 |
| Family Promise of Tualatin Valley | \$ 5,000 | \$ 3,000 | \$ 5,000 | \$3,500 | \$ 7,500 | \$5,250 | \$ 7,500 | \$5,250 |
| Good Neighbor Center | \$ 7,500 | \$ 4,500 | \$ 5,000 | \$4,500 | \$ 7,500 | \$4,500 | \$ 7,500 | \$4,500 |
| Love INC- Tigard, Tualatin, and Sherwood | | | \$ 5,000 | \$0 | \$ 5,000 | \$1,000 | \$ 5,000 | \$1,000 |
| Meals on Wheels People | \$ 1,000 | \$ 1,000 | \$ 1,000 | \$1,000 | \$ 1,000 | \$1,000 | \$ 1,000 | \$1,000 |
| Neighbors Nourishing Communities | \$ 2,500 | \$ 2,500 | \$ 2,500 | \$2,500 | \$ 5,000 | \$2,500 | \$15,000 | \$2,500 |
| Oregon Community Warehouse | \$5,000 | \$ 3,000 | \$ 5,000 | \$3,000 | \$ 5,000 | \$3,000 | \$ 5,000 | \$3,000 |
| Rebuilding Together Washington County, Inc. | \$ 2,000 | \$ 2,000 | \$ 1,750 | \$0 | | | \$ 2,000 | \$0 |
| Sexual Assault Resource Center | \$ 3,500 | \$ 2,000 | \$ 3,500 | \$2,000 | \$ 6,500 | \$2,000 | \$ 4,500 | \$2,000 |
| The Foundation for Tigard Tualatin Schools | | | \$10,000 | \$2,000 | | | | |
| Tualatin Compassion Clinic | \$ 4,000 | \$ 2,500 | | | | | | |
| Tualatin High School MEChA | | | \$ 5,000 | \$2,000 | | | | |
| Tualatin High School HOSA Chapter | | | | | | | \$ 3,500 | \$1,000 |
| Tigard-Tualatin Family Resource Center | \$ 4,000 | \$ 4,000 | \$ 4,000 | \$4,000 | \$ 4,500 | \$4,000 | \$ 5,000 | \$4,000 |
| Tualatin Food Pantry | \$ 5,000 | \$ 3,000 | \$ 3,000 | \$3,000 | \$ 3,000 | \$3,000 | \$ 5,000 | \$3,000 |
| With Love | | | \$ 5,000 | \$1,000 | | | | |

Current Process and Timeline

➤ July

- Open application on City website
- Send an email to previous applicants and those who have requested to be on distribution list

➤ September

- Applications closes
- Staff completeness review
- Council review and award

➤ October

- Grants issued

Current Application Review Process

- Staff Completeness Review
 - Check that 501c3 certification is attached and verify it is current on the State's website
- Council review during work session and funds are allocated
- Resolution comes to Council for award amounts
- Applicants are notified by staff of the results
- Funds are dispersed upon completion of W9 and signed contract

What's Going Well!

- Easy application
- Low effort for staff
- Contract in place
- It's "working"...not broken

Lots of Questions...

- Purpose of grant funding is unclear
- How much funding to apply for
- We don't verify how funds are spent
- No established review criteria for Council

Research

- Reviewed similar programs at Tigard, Beaverton, West Linn, Lake Oswego, Wilsonville, Sherwood, Scappoose, and Newport.
- Most aligned their programs with their Council goals, visions, or strategic plans by having applicants identify which they align with.
- Some included interviews to sub-committees (council or community) that make recommendations to Council.
- Most included a final report on how funds were spent before funding could be received for the following cycle.
- Some included a cap on funding requests.
- Total amounts of funding varied widely.

Opportunities to Improve the Program

- Refine the grant purpose
- Funding cap consideration
- Require final reports
- Highlight recipients in the community

Define the “why”

Current Purpose Statement:

- Giving back to the community is important to the City Council at the City of Tualatin. One way to give back is by giving to agencies serving social needs by enriching, improving, and enhancing quality of life. These agencies provide resources to our community such as medical/dental services, food, clothing, furniture, legal resources, domestic violence/sexual assault resources, teaching people how to grow their own food, home maintenance help, energy assistance, child/family development, and employment resources to name a few.

➤ Items to consider when defining the purpose:

- Connection to Council vision and priorities
- Who it serves ie. Tualatin residents or people who work, play, and learn here
- Who is eligible to apply ie. non-profits, social service programs

Funding Cap Consideration

➤ Historically

- Have not distributed more than \$5,000 to one organization
- Distributed funds amongst many organizations

➤ Recommendation: Cap funding requests at \$5,000

- Manages funding expectations for when organizations apply and continues to distribute limited funding to many organizations

Reporting Updates

- Create a simple one page final report template that can be attached to future application explaining how previous year's funding was spent.
- Potential questions to include:
 - How did the funds help the purpose of your organization (i.e. brought a new event, activity, or service)
 - What value did the grant program provide to the community of Tualatin?
 - How were the grant funds used?

Highlighting the Program Partners

- Offer optional opportunities to make 10 minute presentations on their organizations at Council meetings to increase exposure in the community.
- Highlight partners on the City's social media and in the newsletter

Questions for Council

- Define the purpose for the program
 - Items to consider when defining the purpose:
 - Connection to Council vision and priorities
 - Who it serves ie. Tualatin residents or people who work, play, and learn here
 - Who is eligible to apply ie. non-profits, social service programs
- Do you want to add a funding cap?
- Do you want to add final spending reporting?
- Do you want to enhance visibility of organizations by allowing presentations at Council meetings, including them in social media posts, and highlighting them in newsletter articles?

Next Steps

- Make changes based on Council decisions
- Open FY 23-24 grant cycle- August 1