

Applicant Information

Project Title

Event Sensory Kit

Applicant Name

Diversity, Equity and Inclusion Committee

Registered Tax Exempt Number (if applicable)

Contact (Name)

Zoe Mombert

Title

Assistant to the City Manager

Are you a City Board, Commission or Committee? If yes, what other funding mechanisms have you explored for your project?

This board operates with limited financial resources, with nearly 90% of its project funding dependent on sponsors and community partners. As a result, there is very little flexible funding available to support new initiatives. Although the Wilsonville–Metro Community Enhancement Grant was considered, its timeline would not allow the Event Sensory Kit project to be completed before the Committee’s largest events, Pride and Juneteenth, in June. This makes the requested funding essential to moving the project forward in time to support the community at these major events.

Project Duration: Start Date

May 2026

Estimated Completion Date

June 2026

Project Budget

Total Project Budget

\$ 2,485.08

Applicant Cash Match (a)

\$ 0.00

In-Kind Resources (b)

\$ 360.15

Total Applicant Match (a+b)

\$ 360.15

Grant Request

\$ 2,124.93

Have you looked into other funding sources, such as state or federal grants? If yes, what was the result of those efforts?

No, state and federal grants were not sought because the administrative requirements, such as detailed compliance tracking, and reporting would require significantly more staff time than is reasonable for a project of this size. The cost of managing those requirements would outweigh the value of the grant itself, making it an inefficient use of resources. For this small, targeted project, pursuing large-scale government funding simply would not be economically practical.

Are you eligible for other funding sources?

Yes

Project Narrative Questions

Provide a project description

The Diversity, Equity, and Inclusion (DEI) Committee is working to make City events more accessible for individuals with sensory differences. The committee organizes community-wide events including Juneteenth, Pride, Las Posadas, and Lunar New Year with the goal of ensuring they are welcoming to all.

However, events like these are often loud, crowded, and overstimulating, creating uncomfortable or even overwhelming environments for some community members. This can affect not just the individual, but their entire family, who may need to leave early or avoid the event altogether.

To address this, the DEI Committee proposes creating an Event Sensory Friendly Kit that can be used at its own events and made available to other events held at City facilities. The kit would include blackout quiet tents to offer a calm space for decompression, along with 10 children’s sensory bags and 10 adult sensory bags. Modeled after the sensory bags available at the Library, the bags would contain noise reducing headphones, fidget toys, a weighted blanket, and sensory glasses, along with clear instructions for use.

These Kit would be available for community members during events and reused at future gatherings to ensure ongoing access to sensory support and advances Committee’s strategic plan which includes action “Provide recommendations regarding existing programs, meetings, events, etc. to make them more inclusive to all community members.”

How does your project promote education, diversity, arts, civic engagement and/or provide entertainment and strengthen the community?

This project strengthens community diversity by ensuring City events are accessible and welcoming for individuals with autism and other sensory differences, as well as their families. By reducing barriers to participation, the City creates more inclusive spaces where all community members can fully engage. The Event Sensory Kits featuring blackout quiet tents and both adult and child sensory bags provide critical tools for anyone who becomes overstimulated or overwhelmed. These resources offer a comfortable space to regulate and rejoin activities, helping more residents feel supported, included, and able to participate in community life.

What are your organization’s goals for this project? And, what population are you aiming to serve? (youth, seniors, families, underprivileged, persons with disabilities, etc..) Using measurable amounts whenever possible, consider the question: How will you know that you succeeded in your goals?

The DEI Committee aims to increase inclusivity at City events for individuals with autism and other sensory differences. Sensory bags for youth and adults, along with quiet tents, will be available at DEI events and other public events held at City facilities. The intended outcome is that more community members feel welcome and able to participate.

Success will be measured through attendee feedback and by tracking the number of sensory bags and quiet tents used at each event.

How are you/your organization suited to produce this project/program? Provide the community resources that will be used if applicable (volunteers, local vendors, local contributions, etc.)

The DEI Committee, comprised of committed community volunteers, is well positioned to implement this project. The committee will assemble sensory bags modeled after those already researched and deployed by Library staff, making the project ready to launch as soon as funding is available.

The committee also has a proven track record of delivering pilot initiatives, including the Lecture Series, Juneteenth events, and the procurement of Mobi Mat access mats for use at community gatherings. The committee's staff liaison will oversee purchasing materials, storing the kits between events, and providing signage and instructions to ensure the bags and quiet tents are easily accessible at all DEI supported events.

Signature and Certification Letter:

I hereby certify that all the facts, figures and representations made in this application, including all attachments, are true and correct. This application is made with the written approval of my board of directors, which is attached to this application.

I agree that all publicity, press releases, publications, materials and /or media advertising produced as a part of this proposed project will acknowledge the Grant Program as follows: "This project is made possible in part by a grant from the City of Wilsonville."

I agree to carry out this project as outlined within this application. Further, I understand that failure to do so will invalidate this agreement and necessitate the immediate return of all Community Opportunity Grant monies to the City of Wilsonville.

I understand that if I am applying as an individual, the funds from this grant count as revenue.

Signature

Zoe Mombert

Date Signed Tue 3/3/26

I Accept

Yes

Project Budget

This budget provides the detail of the project that the grant funds will be applied to. This should include how the funds from this grant will be spent. Expenses must be explicitly defined. Please include in-kind and cash match.

Income Sources	Amount
Opportunity Grant	\$2,124.93
In-Kind Staff time	\$360.15
Total Project Income	\$2,485.08

Expenses - Must be specifically itemized	Amount
Tents and Lights(3)	\$284.94
Senory items (4 per adult bag, 5 per kids bag)	\$653.80
Storage bags (20) and Storage box(1 for kid bags, 1 for adult bags)	\$164.96
Weighted Blanket (20)	\$554.70
Polarized Sunglasses (10)	\$28.78
Noise Reduction Headphones (10 kids, 10 adult)	\$257.95
White noise machine (20)	\$179.80
Staff Time to Implement Project and Create Infomational Materials	\$360.15
Total Project Expense	\$2,485.08

Organization Budget

This budget shows how this project fits into your organization. The project should be shown as a line in this budget.

Fiscal Year: 2025 to 2026

Income Sources	Amount
Sponsorship	\$22,000.00
City Administration Department with City Manager Approval	\$3,000.00
Total Organization Income	\$25,000.00

Expenses	Amount
Juneteenth Celebration	\$11,500.00
Pride Celebration	\$6,000.00
Las Posadas Celebration	\$4,000.00
Pride Pin	\$2,000.00
Speaker Series	\$500.00
Lunar New Year Celebration	\$1,000.00
Total Organization Expense	\$25,000.00



CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

Funded by: Community Opportunity Grant Community Cultural Events and Programs Grant

Name of Project/Event: Mobi-Mats

Project Contact Name: Zoe Mombert

Project Contact Email: mombert@wilsonvilleoregon.gov

Project Contact Phone:

Project Date/Date Range: April 2025- 2026

1. Please list the activities or elements of the program/project/event that took place:

The DEI Committee purchased Mobi-Mat Access mats, which have been depolyed at the Holiday Tree Lighting, Juneteenth, and Rotary Concerts.

2. Were the goals listed in your narrative achieved? How?

The access mats were purchased and deplyed at numerous city events, in addition to DEI Committee events, increasing accessibility at events in Town Center Park.

3. Who benefited from your project or event? How many? Where from?

Commuity Members with limited mobility, specifically wheel chairs are able to be a part of the event, if they chose, rather than staying on a concrete path.

4. Will this event or project be recurring? How do you anticipate funding the project in the future?

There are no additional costs, however, the access mats will continue to be deployed in future events, making them more inclusive.

Attach or provide a copy of your final financial income and expense statement for this event or project.

Attach or provide copies of any publicity or printed materials that include the statement acknowledging the source of funds.

Please keep a copy of this evaluation. You will be required to submit a copy should you apply for future grant funding.

If you have any questions, please contact:
Brian Stevenson, Parks and Recreation Program Manager
(503) 570-1523 - stevenson@ci.wilsonville.or.us

Deschamps Mats Systems, Inc.
 218 Little Falls Rd, #12
 Cedar Grove, NJ 07009

Quote

Date	Quote #
10/21/2024	E11134

Customer	Ship To
Wilsonville, City of Zoe Mombert 29779 SW Town Center Loop E Wilsonville, OR 97070	Wilsonville, City of Zoe Mombert 29779 SW Town Center Loop E Wilsonville, OR 97070 <i>29600 SW Park Place Wilsonville, OR 97070</i>

Terms	Rep	FOB	Quotation valid until
Net 30	BGPR	New-Jersey	Dec. 31, 2024

Item	Description	Qty	Cost	Total
300260-0500	Mobi-mat (RecPath) AFX golden sand 5' x 16.4' 2h 20" staples + spikes	3	859.00	2,577.00
300261-1520	Mobi-mat (RecPath) AFX golden sand 5' x 50' 2h 20" staples + spikes	2	2,289.00	4,578.00
DELIVERY NT	Boxing/crating, Shipping, Handling, Delivery		1,667.95	1,667.95
For questions or to proceed with ordering contact Bruce Glen at 917-459-9113 or bruce.glen@mobi-mat.com				

Freight Quote is an estimate only and may be subject to change at time of shipment	Subtotal	\$8,822.95
If authorized by your terms of sales or approved by your representative your signature below will act as consent to proceed with this order as quoted and will become a binding agreement to purchase. Credit Card Payments will be assessed a 3.5% fee.	Sales Tax (0.0%)	\$0.00
	Total	\$8,822.95
Currency Shown in U.S. Dollar - Foreign customers please remit payment in USD to avoid re-invoicing of any exchange rate loss or fees.		

Signature



Mobi Mats at Community Events



Holiday Tree Lighting



Juneteenth Event