

Applicant Information

**Project Title**

Sole Sisters Half Marathon, 10k, and 5k

**Applicant Name**

sHERo running

**Registered Tax Exempt Number (if applicable)**

**Contact (Name)**

Jessy Lee

**Title**

President

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

no

**Project Duration: Start Date**

5/30/2026

**Estimated Completion Date**

5/30/2026

Project Budget

**Total Project Budget**

\$ 36,424.00

**Applicant Cash Match (a)**

\$ 32,500.00

**In-Kind Resources (b)**

\$ 0.00

**Total Applicant Match (a+b)**

\$ 32,500.00

**Grant Request**

\$ 3,924.00

## Project Narrative Questions

### **Provide a project description**

The Sole Sisters Half Marathon, 10K, and 5K is a premier women-focused community event held annually in Wilsonville. Designed to be timing-optional, the race prioritizes empowerment, sisterhood, and accessible fitness for women of all ages and abilities. Participants navigate a scenic out-and-back course that showcases Wilsonville's natural beauty, winding through the Willamette River trails and local neighborhoods. More than just a race, this event is the culmination of months of community training and support, celebrating the strength and personal goals of every woman who crosses the finish line.

### Celebrating 19 Years as an Organization

This year marks a significant milestone as we enter our 19th year as a community organization. For nearly two decades, our group has been dedicated to fostering health and connection through local events. We are incredibly grateful for the city's partnership last year. That support allowed us to truly level up our event and set a higher standard for our participants, ensuring the race remains a highlight of the local calendar.

### Proving the Impact of City Support

The results of last year's grant, specifically the strategic routing changes we were able to implement, are already tangible. We have seen a marked increase in early registrations this year, which we feel is a direct response to the improved course flow and enhanced runner experience. The city's investment allowed us to modernize our layout, and the enthusiastic community response confirms that these improvements were exactly what the event needed to grow.

### Elevating Safety and Resident Harmony

As the race continues to grow in popularity, our primary responsibility is to maintain a safe environment for athletes and a positive experience for Wilsonville residents. For our 19th year as a group, we are requesting grant funding to further professionalize our traffic control plan. These funds will be used to hire professional logistics help and expert personnel to manage key intersections and high-traffic zones. By investing in professional flagging and staffing, we can optimize participant safety for our increased volume of runners while simultaneously prioritizing community flow. Our goal is to implement a more robust plan that minimizes traffic delays and keeps our neighbors happy and informed, ensuring our 19th anniversary is the safest and most polished event yet.

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

Sole Sisters strengthens the Wilsonville community by creating an inclusive space for civic engagement and high-energy entertainment. Women-only athletic events are rare, and by hosting this race, the city makes a powerful statement about its commitment to celebrating and empowering women athletes of all backgrounds. This unique focus serves as a significant draw, bringing tourism to Wilsonville as participants and their families travel from across the region to experience a race environment specifically designed for sisterhood and support.

Our project promotes diversity and inclusion by removing traditional barriers to entry. By offering a timing-optional environment, we welcome women of all fitness levels—from fast runners to first-time walkers. This approach ensures every participant feels seen, fostering a unique sense of community that mirrors the diverse makeup of our region.

Civic engagement is at the heart of our operations, encouraging residents to engage with Wilsonville's scenic trails and local neighborhoods. The recent routing improvements have further elevated the event's professional feel, directly contributing to increased registrations and a vibrant atmosphere that benefits local businesses. By providing a high-quality, safe, and celebratory experience, we contribute to the city's cultural fabric and prove that when we invest in specialized public events, we strengthen the social and economic bonds that make Wilsonville a premier destination.

**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?**

Our primary goal is to provide a safe, high-quality, and inclusive athletic experience that celebrates women's health and community connection. We aim to serve a diverse population of women and girls, specifically focusing on families, seniors, and those who may feel intimidated by traditional competitive environments. By offering 5K, 10K, and half marathon distances with a "timing-optional" philosophy, we ensure our event is accessible to everyone from fast runners to those using walkers or strollers.

We will measure our success through three key metrics. First, we aim to maintain our current growth trend, targeting a 15% increase in total registrations over last year, driven by the positive feedback regarding our updated course routing. Second, we define success through safety and resident satisfaction; our goal is to have zero traffic-related incidents and fewer traffic related inquiries by the addition of a site manager this year.

Finally, we track our impact on tourism and the local economy. We aim for at least 60% of our participants to originate from outside Wilsonville, bringing visitors to our local parks, trails, and businesses. By achieving these measurable targets, we ensure that the Sole Sisters event remains a premier destination race that reflects the city's commitment to inclusive, well-managed recreation.

**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.)**

Our team has a long history of running great events in our community. We are a local group of event planners, runners, and neighbors who know our area well. Because we have worked with city leaders and local groups for years, we know how to handle everything from race setup to the finish line party with care.

Last year's success with the new race routes has made us even better at managing a growing crowd. We are great at spreading the word and finding the volunteers who make this race possible. By mixing our years of experience with a new focus on professional safety and traffic help, we are ready to give our community a smooth, safe, and fun event that makes us all proud.

**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**

Jessy Lee

**Date Signed** Thu 3/5/26

**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
(fluctuates year to year depending upon participation)	
Registration income - Paid by participants	\$27,500.00
Sponsorships - Donations by local businesses attending event	\$5,000.00
<b>Requested Grant income</b>	<b>\$3,924.00</b>
<b>Total Project Income</b>	<b>\$36,424.00</b>

Expenses - Must be specifically itemized	Amount
<i>Wilsonville Permits - River shelter and special use</i>	\$715.00
Forest Shelter	\$200.00
Ballfield rental	\$160.00
Metro City Parks - Graham Oaks Fee	\$30.00
Digital Adverstising - Social Media and Google	\$400.00
Print Advertising Posters, fliers.	\$300.00
Race Bibs - Warn by each participant	\$350.00
Printing - Posters	\$200.00
Packet Pickup - Safety Pins and bags	\$50.00
Medals - Given to each finisher	\$3,000.00
Place Awards - Awards given to top three finishers for each event and cagedorized by age.	\$175.00
Aid Station - Water, cups, clean up items, signage, first aid. and electrolytes for longer distances	\$500.00
Race Food - Bagels, Bananas, healthy snacks for participants	\$2,000.00
Live Music, post race entertainment	\$600.00
J-Team Meals -	\$125.00
Mailing virtual - virtual race participants swag items mailed week of the race	\$250.00
Community Building - pre race events featuring local fitness experts to help with training.	\$1,250.00
Sponsor Appreciation - thank you cards and small gifts after race day.	\$150.00
Signage - directional signage along route and lawn signs to advertise event.	\$200.00
Coach Appreciation - thank you cards and small personalized gifts to volunteer coaches	\$425.00
Website Fees* and email marketing ability. (Go Daddy)	\$400.00

RRCA (\$2 mil per participant) - race insurance as required by the city.	\$500.00
Race Timer - Huber Timing. Chip times each participant and provides certificate of completion with time stamp.	\$2,800.00
Photography - Starting line, individual photos of participants along course and at the finish line. All free for participants	\$500.00
Route Marking - Signage and route arrows.	\$250.00
Cone rental - required by flagging company for coning off streets and sidewalks.	\$485.00
Flaggers - long streets for traffic control, signage, traffic control plan, on site manager	\$3,924.00
Port-a-Potties	\$1,000.00
Volunteer Supplies - noise makers, safety vests, and thank you cards for after	\$265.00
Credit Card Processing Fees / Banking Fees	\$220.00
Salaries - 5 month compensation for race planning	\$7,500.00
Contracted work compensation - for non employees working to plan and execute race.	\$7,500.00
<b>Total Project Expense</b>	<b>\$36,424.00</b>

## QUOTE



Sole Sisters  
6700 SW Wilsonville Rd.  
WILSONVILLE OR 97070

Date  
20 Feb 2026

14420 SW Tualatin-Sherwood Rd  
Sherwood, OR 97140  
(971) 265-0852

Expiration Date  
21 May 2026

Quote Number  
1379

Reference  
2026 Event

Description	Quantity	Price	Tax	Amount
TRAFFIC CONTROL DESIGN PER PAGE	1.00	350.00	Tax Exempt	350.00
SHOP TIME SPENT BUILDING JOB	2.00	75.00	Tax Exempt	150.00
TRUCK CHARGE	1.00	250.00	Tax Exempt	250.00
TRAILER CHARGE	1.00	100.00	Tax Exempt	100.00
48" REFLECTIVE ROLL-UP SIGN W/STAND (6) RCA, (1), RWA, (1) DA, (2) ED	10.00	10.00	Tax Exempt	100.00
TYPE II BARRICADE W/SIGN (UP TO 36") DET	16.00	10.00	Tax Exempt	160.00
TYPE III BARRICADE W/O SIGN	9.00	10.00	Tax Exempt	90.00
PORTABLE CHANGEABLE MESSAGE SIGN (PCMS)	1.00	235.00	Tax Exempt	235.00
FLAGGER OT	28.00	81.75	Tax Exempt	2,289.00
ONSITE MANAGER - OPERATIONAL OVERSITE	1.00	200.00	Tax Exempt	200.00
			Subtotal	\$3,924.00
			Total No Tax 0%	0.00
			<b>TOTAL</b>	<b>\$3,924.00</b>



## CITY OF WILSONVILLE COMMUNITY GRANTS FINAL PROJECT REPORT

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

Name of Project/Event: Sole Sisters Half Marathon, 10k, and 5k

Project Contact Name: Jessy Lee

Project Date/Date Range: 05/30/2025

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

The Sole Sisters Half Marathon, 10K, and 5K, held on May 30th (for packet pickup) and May 31st, 2025 (race day) in Wilsonville, Oregon, was a women-only race event celebrating camaraderie and achievement. Participants chose from three distinct routes—a Half Marathon, 10K, and 5K—all winding through the scenic streets and trails of Wilsonville. The event fostered a supportive and empowering atmosphere for all women, regardless of their running or walking ability, with an emphasis on community over competition.

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

Thanks to the increased funding, Sole Sisters has reached its goals. Participant feedback has been overwhelmingly positive, with surveys and social media overflowing with stories of empowerment and joy, confirming we're delivering a high-quality and inspiring experience. We were also able to fund traffic control measures along Wilsonville Road and Barber, as well as purchase additional signage and rent cones and barricades, ensuring the safety of all participants. This meant we didn't have to turn anyone away last year! Furthermore, extensive media coverage and widespread community recognition have cemented Sole Sisters' position as a respected and valued event, truly showcasing Wilsonville as a vibrant and welcoming community that champions an active lifestyle for all women.

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

Sole Sisters benefited a wide range of individuals and the community as a whole! We had 468 women participate in the event, along with many more volunteers and spectators who made the day truly special. These participants ranged in age from 12 to 84 years old, representing a diverse group of women with varying athletic abilities. They came from all parts of Oregon, the broader Pacific Northwest, and even as far as Arizona, Idaho, California, Washington, and Connecticut.

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

Yes, the Sole Sisters event is absolutely recurring! We are committed to continuing this beloved tradition and anticipate funding the project in the future through a multi-faceted approach. We will continue to actively raise funds from local businesses, nurturing the strong partnerships we've built. Additionally, we will enhance our fundraising efforts within the Sole Sisters organization itself, engaging our passionate community. Looking ahead, we would love to be considered for future grants through the City of Wilsonville or beyond, as this support is crucial for our continued growth and ability to inspire women across the region.

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@wilsonvilleoregon.gov](mailto:stevenson@wilsonvilleoregon.gov)