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## Submission #2

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### Submission information

Form: **2022 Public Project Nomination Form–Community Enhancement Program**

Submitted by Visitor (not verified)

Wed, 01/05/2022 - 4:10pm

76.27.218.180

### Applicant Information

**Sponsor:**

Wilsonville Boones Ferry Historical Society

**Tax ID#**

93-1174080

**Contact Person:**

Susan Schenk

**Daytime Phone:**

5035052115

**Email Address:**

schenk.susan3@gmail.com

**Address:**

11010 SW Morey court

**City:**

Wilsonville

**State:**

OR

**Zip code:**

97070

**Type of Organization:**

A non-profit organization, a neighborhood association or charitable organization with IRS 501 (c)(3) tax-exempt status

**Project Information**

**Project Title:**

Oral History Video Preservationn

**Amount Requested:**

\$ 8250

**Mark all of the goals below which your project meets and explain how in the boxes below:**

Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code

**How project meets 'Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Service code' (be clear & specific)**

The Wilsonville Boones Ferry Historical Society has collected a number of Wilsonville oral histories over the past 25 years. Twenty-six have been transcribed into print but the videos are stored on archaic media such as VHS cassette tapes and Hi8 video cassettes. These will soon be lost as the media disintegrates or becomes irretrievable. This grant would fund converting them to digital format, and making the stories accessible to citizens and researchers. We would also integrate our 2020-2022 CEP contemporary oral histories into the digitized collection and develop informative and educational activities based on the oral histories.

**Brief Project Description and Explanation of how the CEP funds will be used, include project start and end dates:**

This grant funds the conversion, preservation and broadcast of 80+ oral histories currently on VHS tapes, integrates contemporary oral histories and initiates the idea of using the oral histories to celebrate our history. Many of these tapes have been transcribed into print but are stored on archaic media such as VHS cassette tapes and Hi8 video cassettes. These will soon be lost as the media disintegrates or becomes unretrievable. Stories from these families and individuals are waiting to be heard: Boozier, Lehan, Boone, Langor, Eilers, DeGroote, Boeckman, Aden, Clark, Montague, Wiedemann, Young, Missal, Waggoner, Crisell and more. Once converted to digital storage, they will be broadcast on local cable and used to create learning opportunities. Project starts August 1, 2022 and ends June 30, 2023.

**Where would the project be located and who owns the property if applicable?**

Wilsonville Library

**For a project located on private or other public land (property not owned by the City of Wilsonville), written documentation from the landowner that gives the project sponsor and City permission for the project to occur on the land is required. Indicate here if the project is located on private or other public land (property not owned by the City of Wilsonville) and indicate if written permission from the landowner is to be submitted.**

NA

**What impact might the project have on nearby homes and businesses?**

NA

**What kind of on-going maintenance needs and costs might be required by the project?**

None

**Who will benefit if this project is funded? Estimate how many Wilsonville residents will benefit if this project is funded.**

Current and future citizens. Researchers. Historians. Archivists.

**How does the project serve diverse or traditionally underserved populations?**

This project will introduce today's young and diverse population to Wilsonville's past as seen through the eyes of influential citizens of the past. Incorporating contemporary oral histories collected in 2021 will add new voices to the mix, capturing ideas from today's senior citizens as interviewed by high school students as part of our 2020-2022 grant. When we extract vignettes and make them available for researchers and educators for telling Wilsonville's evolving story, we hope to inspire future projects. We will have the capacity to record and preserve more diverse voices and stories using equipment from a previous grant and the digital records of this grant. We hope to work with the city's Diversity, Equity and Inclusion Committee to find and add the oral histories of under-represented Wilsonville residents.

**Does this project serve a specific cultural or ethnic group in Wilsonville? If so, please specify.**

no

Project Budget

Upload project budget sheet available at [www.ci.wilsonville.or.us/cep](http://www.ci.wilsonville.or.us/cep)

**Upload Budget:**

[2022project\\_budget\\_worksheet\\_5.xlsx](#)

**How were these costs estimated (quotes, catalog, previous projects, etc.)?**

Quotes, prior contracts, previous projects

**Is there secure funding for Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?**

Sponsor contribution is volunteer hours researching the recordings and printed transcripts

**Will the project be completed with the proposed funding or will future funding be necessary?**

No future funding needed.

**Funds are available for projects after July 1, 2022. Is this project compatible with that timing? How and when might this project be implemented?**

Project will start when the funds are available.

### Project Management

**Provide a brief narrative outlining the major tasks and projected time schedule for completing of each task:**

1. July-Oct 2022: Review existing inventory of oral history video cassettes and transcriptions. Execute the following plan to preserve and use the Wilsonville Boones Ferry Historical Society's (WBFHS) oral histories.
2. August 2022: Contract with Willamette Falls Media Center, a 501 ( c ) 3, to convert 80 "edited" VHS interviews and 46 Hi8 cassettes to digital format. Purchase additional digital storage capacity. Review other VHS and Hi8 cassettes in collection for duplicates and untranscribed gems.
3. Dec 2022: Where possible, merge the photo digitization project with the oral histories to create a visual to accompany the digital oral history. The photo digitization grant wraps up December 31, 2022.
4. Jan 2023: Make bound paper copies of the existing transcribed interviews. Many of the interviews on the VHS tapes have already been transcribed into digitally stored documents and are printed out in a 850 page binder format. By printing and binding several copies, we can start mining them for stories as the VHS full interviews are transferred to a more stable and more accessible digital format. The books can be used by researchers, library patrons and society members.
5. Feb 2023: Society volunteers review printed transcripts and stored digital materials to extract highlights to create a series of historical vignettes. Hire writer and artist to develop the vignettes to create fun, educational resources that introduce children and others to Wilsonville's current and recent significant citizens. An example would be coloring book pages featuring the speaker's likeness or events described in the interview.
6. June 2023: Merge the oral histories being collected in our 2021 CEP grant with the older collection. Use recording equipment purchased in previous grant to plan additional oral history acquisitions, which would be funded in a future

grant. Work with Wilsonville's Diversity, Equity and Inclusion committee to identify new perspectives and voices to be added.

7. Apr-Jun 2023: Develop plan to partner with the City of Wilsonville and schools for educational use of this valuable resource once digitized. Connect with the newly established Arts, Culture and Heritage Commission.

8. Jan - Jul 2023: Willamette Falls Media Center starts broadcasting the oral histories on their cable network along with other City of Wilsonville government broadcasts. Society volunteers and friends of the society will screen to determine which stories are broadcast. The media company will provide additional backup storage of the digitized stories.

9. Mar-Jul 2023 provide stories to Boones Ferry Messenger and The Spokesman.

**Describe prior experience managing similar projects. Include prior Community Enhancement Projects:**

Wilsonville Boones Ferry Historical Society (WBFHS) has managed CEP grants for several years and the past grant manager will continue. These grants have allowed us to work with professionals and volunteers to inventory our artifacts, create a database of those artifacts, digitize photographs and collect contemporary oral histories tied to current events. This grant is a continuation of our volunteer membership working with professional archivists to preserve our collection and use it to celebrate our history. We have a track record of completing the work successfully and on time, other than requesting a six-month extension on one grant when the COVID lockdown and library closure prevented timely access to the project.

**Does this project require coordination with other public and private organizations? Has the necessary coordination been completed? If yes, please describe.**

We continue to work with City of Wilsonville research librarians to house our collection and promote its educational value. Willamette Falls Media is on board and excited to be part of this project. Eventually we will be partnering with the recently established Arts, Culture and Heritage Commission to find ways to use the oral histories to tell and celebrate our history and heritage. And, as the Diversity, Equity and Inclusion committee finalizes its recommendations, we hope to work together to identify additional voices and perspectives to be recorded.

**If the project is located on private land, discuss the public benefit of the project and provide landowner permission for the project with this application:**

NA

**Project Certifications:**

- This project will not promote or inhibit religion in any way.
- This project will not discriminate based on race, ethnicity, age, gender or sexual orientation in any way.

**Signature:**

Susan B . Schenk

**Date Signed:** Wed 1/5/22

**Electronic signature agreement.** By selecting the "I Accept" button, you are signing this agreement electronically. You agree your electronic signature is the legal equivalent of your manual signature on this Agreement. By selecting "I Accept" you consent to be legally bound by this Agreement's terms and conditions. You further agree that your use of a key pad, mouse or other device to select an item, button, icon or similar act/action, or in accessing or making any transaction regarding any agreement, acknowledgement, consent terms, disclosures or conditions constitutes your signature (hereafter referred to as "E-Signature"), acceptance and agreement as if actually signed by you in writing. You also agree that no certification authority or other third party verification is necessary to validate your E-Signature and that the lack of such certification or third party verification will not in any way affect the enforceability of your E-Signature. You also represent that you are authorized to enter into this Agreement for all persons who own or are authorized to access any of your accounts and that such persons will be bound by the terms of this Agreement.

**I accept:** Yes

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Select Language 

## TOP REQUESTS

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| Project Budget  |             |         |          |          |
|---|-------------|---------|----------|----------|
|   | CEP         | Sponsor | Other #1 | Other #2 |
| Personal Services: video conversation 80 VHS tapes x \$25 each  | 2000        |         |          |          |
| Personal services: digitizing 40 Hi8 video cassettes x \$25 each  | 1000        |         |          |          |
| Personal services: oversee saving digital records from hard drive to computer 50 hours X \$15                       | 750         |         |          |          |
| Personal services with archivist to merge photo digitization project with oral history digitization \$30 x 40 hours | 1200        |         |          |          |
| Personal services: artist/graphic designer 40 hours x \$30  | 1200        |         |          |          |
| Personal services: writer 40 hours x \$30   | 1200        |         |          |          |
| External digital storage hard drive   | 300         |         |          |          |
| Materials: publish transcriptions in bound copies   | 200         |         |          |          |
| Materials: publish educational vignettes for school or library use  | 250         |         |          |          |
| Training on Hi8 player  | 50          |         |          |          |
| volunteer hours value 40 x \$28.54/hr   |             | 1150    |          |          |
| Thumb drives for back up storage  | 100         |         |          |          |
| Total   | 8250        | 1150    | 0        | 0        |
|   |             |         |          |          |
|   |             |         |          |          |
| <b>Total Estimated Cost</b>   | <b>9400</b> |         |          |          |
| % of Total Budget provided by Sponsor   | 13          |         |          |          |



Wilsonville-Metro Community Enhancement Program

Project Assessment by City Staff

Project Title Oral History Preservation

Reviewed By Delora Kerber, Kelsey Lewis, Zoe Mombert, Dan Pauly, Kerry Rappold, Shasta Sasser, Dustin Schull, Brian Stevenson, Zach Weigel Date 2/15/22

Assessment Summary

**Based on the Assessments of Project Compared to the Program Eligibility Criteria and Program Goals, the project appears to be:**

☒ **Eligible:** Meets both eligibility criteria and program goals; ☐ **Ineligible:** Does not meet both criteria and goals.

**Based on the assessment of additional issues for consideration, the project appears to be:**

☒ **Appropriate:** The project appears to be of community value and is supported by staff as appropriate.

☐ **Inappropriate:** The project appears not to be of community value and is not supported by staff as appropriate.

**1. Assessment of Project to Program Eligibility Criteria** (Metro Code 5.06.070)

***Bold \* items are required eligibility criteria for all projects; if asterisked criteria not met, project is ineligible.***

- (a) ☒\* The project location is in the city limits of the City of Wilsonville
- (b) If program funds are to be used by other than City, then the project sponsor/contractor is either (*check only one*):
- ☒ A non-profit organization, a neighborhood association or charitable organization with IRS 501 (c)(3) tax-exempt status; or
  - ☐ A school or institution of higher learning; or
  - ☐ A local government, local-government advisory committee, department or special district provided that they include documented support from the local government executive officer.
- (c) ☒\* The project funds do not replace any other readily available source of federal, state, local or regional funds.
- (d) ☒\* The project must not promote or inhibit religion.
- (e) ☒\* The project must not discriminate based on race, ethnicity, age, gender or sexual orientation.
- (f) ☐ For a project located on private land, project establishes a clear public benefit and documents landowner permission.

**2. Assessment of Project to Program Goals** (Metro Code 5.06.080)

***An eligible project must meet at least one of the goals listed below.***

- (a) ☐ Improve the appearance or environmental quality of the community.
- (b) ☐ Reduce the amount or toxicity of waste.
- (c) ☐ Increase reuse and recycling opportunities.
- (d) ☒ Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having IRS 501(c)(3) tax-exempt status.
- (e) ☐ Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve public awareness and opportunities to enjoy them.
- (f) ☐ Result in improvement to, or an increase in, recreational areas and programs.
- (g) ☐ Result in improvement in safety.

- (h) ☒ Benefit youth, seniors, low income persons or underserved populations

### 3. Assessment of Additional Issues for Consideration

#### *Additional criteria to evaluate a project.*

Issue 1 Does the project demonstrate a clear community benefit?

Response *Preserving the oral history collection – digital material should make it more accessible to community members.*

Issue 2 Is the cost estimate realistic? Is the project scalable? Is there a match or contribution from the applicant?

Response *\$8,250*

Issue 3 What kind of on-going maintenance needs might be required by project?

Response *N/A*

Issue 4 What impact might the project have on nearby homes and businesses?

Response *N/A*

Issue 5 Does the project appear to have community support?

Response

Issue 6 Is the project consistent with existing planning documents (master plans, strategic plans, etc)?

Response *N/A*

Meets 2 goals, under \$20,000, in kind match

*Questions for the applicant:*

*How will this be accessible to the community?*

*(Likely to share with the school and share on local public access)*

*How much Library staff assistance is needed?*

*How is the Historical Society going to manage this project with two additional open project at the same time? Should the WBFHS wait until the other projects are complete.*

*Suggestion:*