



# Nature in Neighborhoods Restoration & Community Stewardship Grant Agreement

Metro Contract No. 933804

THIS AGREEMENT is between Metro, a metropolitan service district organized under the laws of the State of Oregon and the Metro Charter, located at 600 N.E. Grand Avenue, Portland, OR 97232-2736, and City of Portland Bureau of Environmental Services, referred to herein as "Grantee," located at 1120 SW 5th Ave., Ste. 1000, Portland, OR 97204, for the program titled Connecting Portland's Urban Forest.

Metro has established the Nature in Neighborhoods Community Grants program with the purpose of supporting and creating partnerships in local communities that improve water quality, fish and wildlife habitat and connect people with nature. Grantee acknowledges and agrees that other than Metro's award of grant funds to Grantee in accordance with the terms and conditions below, Metro has no other obligation or responsibility for the work funded by this grant award.

In exchange for the promises and other considerations set forth below, the parties agree as follows:

1. **Duration.** This Agreement shall be effective September 30, 2015 and shall remain in effect until and including September 30, 2018, unless terminated or extended as provided in this Agreement. This Agreement may be renewed or extended for two (2) additional periods of up to six (6) months at Metro's sole discretion and may not be extended past September 30, 2019.

2. **Scope of Work.** Grantee shall provide all services and materials specified in the attached "Attachment A -- Scope of Work," which is incorporated into this Agreement by reference. All services and materials shall be provided by Grantee in accordance with the Scope of Work, in a competent and professional manner. To the extent that the Scope of Work contains additional contract provisions or waives any provision in the body of this Agreement, the Scope of Work shall control.

3. **Payment.** Metro shall reimburse the Grantee for performance of the work as described in the Scope of Work, for a maximum sum not to exceed NINETY-EIGHT THOUSAND FIVE HUNDRED AND 00/100TH DOLLARS (\$98,500.00). Payment shall be made by Metro on a Net 15 day basis upon approval of Grantee's Request for Reimbursement.

4. **Insurance.** Metro acknowledges Grantee is self-insured.

Grantee shall provide to Metro 30 days' notice of any material change or policy cancellation.

Upon request, Grantee shall provide Metro with a Certificate of Insurance complying with this article. The Certificate of Insurance shall identify the Metro contract number.

5. **Indemnification.** To the extent allowed under the Oregon Constitution and the Oregon Tort Claims Act, Grantee shall indemnify and hold Metro, its agents, employees and elected officials harmless from any and all claims, demands, damages, actions, losses and expenses arising out of or in any way connected with its performance of this Agreement, or with any patent infringement or copyright claims arising out of the use of Grantee's designs or other materials by Metro.

6. **Maintenance of Records.** Grantee shall maintain all of its records relating to the Scope of Work on a generally recognized accounting basis and allow Metro the opportunity to inspect and/or copy such records at a convenient place during normal business hours. All required records shall be maintained by Grantee for six years after Metro makes final payment and all other pending matters are closed.

7. **Ownership of Documents.** All documents of any nature including, but not limited to, reports, drawings, works of art and photographs, produced by Grantee pursuant to this Agreement are the property of Grantee. Grantee hereby grants to Metro all rights of reproduction to all such documents.

8. **Project Information.** Grantee shall share all project information and fully cooperate with Metro, informing Metro of all aspects of the project including actual or potential problems or defects.



# Nature in Neighborhoods

## Restoration & Community Stewardship Grant Agreement

Metro Contract No. 933804

9. **Independent Contractor Status.** Grantee shall be an independent contractor for all purposes and shall be entitled only to the compensation provided for in this Agreement. Under no circumstances shall Grantee be considered an employee of Metro. Grantee shall provide all tools or equipment necessary to carry out this Agreement, and shall exercise complete control in achieving the results specified in the Scope of Work. Grantee is solely responsible for its performance under this Agreement and the quality of its work; for obtaining and maintaining all licenses and certifications necessary to carry out this Agreement; for payment of any fees, taxes, royalties, or other expenses necessary to complete the work except as otherwise specified in the Scope of Work; and for meeting all other requirements of law in carrying out this Agreement. Grantee shall identify and certify tax status and identification number through execution of IRS form W-9 prior to submitting any request for payment to Metro.
10. **Right to Withhold Payments.** Metro shall have the right to withhold from payments due to Grantee such sums as necessary, in Metro's sole opinion, to protect Metro against any loss, damage, or claim which may result from Grantee's performance or failure to perform under this Agreement or the failure of Grantee to make proper payment to any suppliers or subcontractors or partners.
11. **State and Federal Law Constraints.** Both parties shall comply with the public contracting provisions of ORS chapters 279A, 279B and 279C and the recycling provisions of ORS 279B.025 to the extent those provisions apply to this Agreement. All such provisions required to be included in this Agreement are incorporated herein by reference. Grantee shall comply with all applicable requirements of federal and state civil rights and rehabilitation statutes, rules and regulations including those of the Americans with Disabilities Act.
12. **Situs.** The situs of this Agreement is Portland, Oregon. Any litigation over this Agreement shall be governed by the laws of the State of Oregon and shall be conducted in the Circuit Court of the state of Oregon for Multnomah County, or, if jurisdiction is proper, in the U.S. District Court for the District of Oregon.
13. **Assignment.** This Agreement is binding on each party, its successors, assigns, and legal representatives and may not, under any circumstance, be assigned or transferred by either party without Metro's written consent.
14. **Termination.** This Agreement may be terminated by mutual consent of the parties. In addition, Metro may terminate this Agreement by giving Grantee seven (7) days prior written notice of intent to terminate, without waiving any claims or remedies it may have against Grantee. Termination shall not excuse payment for expenses properly incurred prior to notice of termination, but neither party shall be liable for indirect or consequential damages arising from termination under this section.
15. **No Waiver of Claims.** The failure to enforce any provision of this Agreement shall not constitute a waiver by Metro of that or any other provision.
16. **Modification.** Notwithstanding and succeeding any and all prior Agreement(s) or practice(s), this Agreement constitutes the entire Agreement between the parties, and may only be expressly modified in writing(s), signed by both parties. Metro may approve changes and modifications to the original Agreement, including deletions of work, order of additional materials, and additional services reasonably related to the original work scope. Grantee may propose changes in the work that Grantee believes are necessary, will result in higher quality work, improve safety, decrease the amount of the Agreement, or otherwise result in a better or more efficient work product. If such changes are approved by Metro, they shall be executed by written contract amendment signed by both parties. Such changes shall not relieve Grantee of any obligation or warranty under the Agreement. No oral statements by either party shall modify or affect the terms of the Agreement.
17. **Severability.** The parties agree that any provision of this Agreement that is held to be illegal, invalid, or unenforceable under present or future laws shall be fully severable. The parties further agree that this Agreement shall be construed and enforced as if the illegal, invalid, or unenforceable provision had never been a part of them and the remaining provisions of the Agreement shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance from this Agreement. Furthermore, a provision as similar to the illegal, invalid, or unenforceable provision as is possible and legal, valid and enforceable shall be automatically added to this Agreement in lieu of the illegal, invalid, or unenforceable provision. Any failure by Metro to enforce a provision of the Agreement is not to be construed as a waiver by Metro of this right to do so.

# Nature in Neighborhoods Restoration & Community Stewardship Grant Agreement



Metro Contract No. 933804

18. Counterparts. This Agreement may be executed in counterparts or multiples, any one of which will have the full force of an original.

19. Delivery of Notices. Any notice, request, demand, instruction, or any other communications to be given to any party hereunder shall be in writing, sent by registered or certified mail or fax as follows:

To Project Coordinator (Grant Recipient Designated Representative):

c/o Mary Bushman  
Bureau of Environmental Services  
1120 SW 5th Avenue, Ste 1000  
Portland OR 97204

With Email Copy to:

Mary Bushman  
Environmental Specialist  
City of Portland Bureau of Environmental Services  
Mary.Bushman@portlandoregon.gov

To Metro:

Attn: Nature in Neighborhood Grants  
Metro Procurement Services  
600 NE Grand Ave  
Portland, Oregon 97232  
503-797-1791 fax

With Email Copies to:

Jalene Littlejohn, Coordinator  
West Willamette Restoration Partnership  
wwrpcoordinator@gmail.com

Crista Gardner  
Grants Coordinator  
Crista.Gardner@oregonmetro.gov

CITY OF PORTLAND  
BUREAU OF ENVIRONMENTAL SERVICES

METRO

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

APPROVED AS TO FORM:

**APPROVED AS TO FORM**

APPROVED AS TO FORM:

Office of the ~~CITY~~ ATTORNEY

Office of the Metro Attorney

# Nature in Neighborhoods Restoration & Community Stewardship Grant Agreement

## Scope of Work – Attachment A

Metro Contract No. 933804

### 1. Purpose and Goal of Work

See attached Grant Application, attached hereto as Attachment B, including the project narrative, budget, evaluation outcomes reporting, and detailed activities plan and schedule.

### 2. Description of the Scope of Work

See attached Grant Application, attached hereto as Attachment B, including the project narrative, budget, evaluation outcomes reporting, and detailed activities plan and schedule.

Generally, as described in Attachment B, the City of Portland Bureau of Environmental Services, acting as the fiscal agent for this grant, will work to develop and manage contracts to insure that the work described in the Connecting Portland's Urban Forest Nature in the Neighborhoods grant application is executed to fulfill the intent of the project. Grant implementation will be performed as follows:

- a. BES's Watershed Revegetation Program will manage contracted crews to complete on-the-ground restoration elements.
- b. Columbia Land Trust will focus on reducing infestations of ground ivy, scattered tree ivy, and weedy trees, much of which is on steep slopes on Keller Land.
- c. Jalene Littlejohn will work under contract to complete project management, outreach, partnership development, and monitoring tasks as described in the grant application.
- d. AYCO will provide contracted landscape services to assist with grant objectives.

### 3. Deliverables/Outcomes

Grantee shall submit project progress reports every six months by March 31 and September 30.

Grantee shall submit at least one reimbursement request every six months.

Grantee shall submit Grantee's Request for Reimbursement through the end of the fiscal year, June 30, by July 15.

Grantee shall submit a final evaluation outcomes report to Metro at the end of the contracting period.

### 4. Payment and Billing

Grantee shall be reimbursed for a maximum amount not to exceed NINETY-EIGHT THOUSAND FIVE HUNDRED AND 00/100TH DOLLARS (\$98,500.00).

The maximum reimbursement amount includes all fees, costs and expenses of whatever nature. Each of Metro's payments to Grantee shall equal the expenses for work Grantee accomplished during the reimbursement period. Grantees shall use the attached Request for Reimbursement form, herein attached as Attachment C, and shall include the Metro contract number, Grantee name, remittance address, request



## Nature in Neighborhoods Restoration & Community Stewardship Grant Agreement

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date, request number, request amount, and an itemized statement of work performed and expenses incurred during the previous period, and will not be submitted more frequently than once a month. Grantee's Requests for Reimbursement shall be submitted via ZoomGrants or to Metro Grant Coordinator, Crista Gardner at [Crista.Gardner@oregonmetro.gov](mailto:Crista.Gardner@oregonmetro.gov), or 600 NE Grand Avenue, Portland, OR 97232-2736. The Metro contract number and Grantee name shall be referenced in the email subject line. Payment shall be made by Metro on a Net 15 day basis upon approval of Grantee's Request for Reimbursement.

## Attachment B to Contract 933804

**+Metro NIN Restoration and Community Stewardship Full Application 2015****A. Organization, project and contact information**

Date of Application	July 7, 2014
Organization Name	West Willamette Restoration Partnership
Organization Address	c/o Mary Bushman, Bureau of Environmental Services 1120 SW 5th Avenue, Ste 1000, Portland OR 97204
Organization Website	<a href="http://www.westwillamette.org">www.westwillamette.org</a>
Project Contact Name	Jalene Littlejohn (Please contact Mary Bushman or Janelle St. Pierre while Jalene is on leave until 9/28/15)
Title	West Willamette Restoration Partnership Coordinator
Phone	WWRP: (971) 238-9196  Alternate: 503-823-2073 (Mary Bushman) or 503-823-4439 (Janelle St. Pierre)
Email	<a href="mailto:wwrpcoordinator@gmail.com">wwrpcoordinator@gmail.com</a>  Alternate: <a href="mailto:Mary.Bushman@portlandoregon.gov">Mary.Bushman@portlandoregon.gov</a> <a href="mailto:Janelle.St.Pierre@portlandoregon.gov">Janelle.St.Pierre@portlandoregon.gov</a>
Fiscal Agent	Portland Bureau of Environmental Services
Project Partners	Portland Bureau of Environmental Services, Columbia Land Trust & Backyard Habitat Certification Program, Oregon Health & Sciences University, Friends of Marquam Nature Park, SW Watershed Resource Center, Portland Parks & Recreation City Nature West, West Multnomah Soil & Water Conservation District, Friends of Terwilliger and Homestead Neighborhood Association
Potential Partners	Portland State University, Private landowners, Portland VA Medical Center
Project Title	Connecting Portland's Urban Forest

Project Summary	Connecting Portland's Urban Forest is a collaborative project with diverse stakeholders bringing together restoration, stewardship, and interactive learning across public and private properties to enhance 85 acres of habitat in the Westside Wildlife Corridor located between Forest Park and Tryon Creek.
Category	<input type="checkbox"/> Community stewardship in developed areas <input checked="" type="checkbox"/> Restoration in natural areas
Length of project	<input type="checkbox"/> One year <input type="checkbox"/> Two years <input checked="" type="checkbox"/> Three years
Requested Funding	Amount requested: \$98,500 Match funds: \$33,700 In-kind match: \$124,882 Total project budget: \$257,082
Pre-application materials	In order to highlight any changes for our review committee, please check below if you have revised or changed the below sections: <input type="checkbox"/> Organizational preparedness <input type="checkbox"/> Project description: narrative, goals, partnerships <input type="checkbox"/> Location and project reach  * We had additional in-kind match confirmed after the pre-application was submitted and updated the budget totals accordingly.

#### **Fiscal Sponsorship**

WWRP is not a tax-exempt organization, but the "Connecting Portland's Urban Forest" is fiscally-sponsored by the Portland Bureau of Environmental Services (BES) - see attached letter of support for confirmation.

#### **Landowner Permission**

WWRP has obtained landowner permission from all natural area landowners in the project area for access and restoration activities: Columbia Land Trust (Keller Woodlands), Oregon Health & Sciences University (Portions of Terwilliger Parkway and Marquam Nature Park), and Portland Parks & Recreation (Property within all three focal areas). See attached letters of support for permission.

Targeted outreach will be conducted around each of three focal areas, with the goal of engaging neighboring residential landowners in stewardship activities to complement the restoration work being done in natural areas. Restoration on private property is being funded by WWRP partners.

## B. Attachments

**Organizational preparedness** | The West Willamette Restoration Partnership (WWRP) was convened in 2006 to build and empower collective efforts to remove invasive species, restore wildlife habitat, and elevate local stewardship in Portland's west side Willamette River sub-watersheds. WWRP partners collaborate under a mission to conserve and enhance the forests and natural areas of southwest Portland through an active coalition of engaged volunteers, community groups, landowners, and organizations. In the nine years since inception, the WWRP has set itself apart as an exceptional example of a dynamic and successful partnership that bridges restoration and stewardship work across public and private boundaries. WWRP partners have collaborated to protect forest canopy and connect wildlife habitat through strategic management of invasive species, installation of native plants, and providing valuable stewardship and access-to-nature opportunities through lasting programs.

With an overarching vision, strategic plan and skilled partners, WWRP is uniquely positioned to implement watershed scale projects, build on existing efforts, and leverage resources to enhance wildlife habitat across this corridor. Project planning is collaborative and fostered by each organization's goals as they support the larger WWRP vision. The WWRP Coordinator, an experienced project manager, works closely with all partners to track the partnership's goals, coordinate project planning, maintain communications, and organize reports. Each partner is responsible for key aspects of project planning, implementation and maintenance based on their unique expertise and community connections, including:

- **The Columbia Land Trust (CLT) & Backyard Habitat Certification Program (BHCP).** CLT's stewardship staff have experience designing and implementing over two dozen restoration projects totaling more than 1,500 acres in the region. Since 2009, the Backyard Habitat Certification Program (BHCP) has provided technical assistance, incentives, resources, and recognition to small lot (less than 1 acre) private property owners to restore native wildlife habitat and manage storm water in their yards.
- **City of Portland Bureau of Environmental Services (BES) & Parks & Recreation (PP&R).** Since 1995, BES has worked on sites across the city to accomplish major restoration efforts. If awarded, BES will act as fiscal agent for the project and help to efficiently manage contract crews with PP&R. PP&R is the most significant land manager in the project area. PP&R staff includes trained ecologists and community engagement professionals working closely with restoration projects, youth engagement and volunteers.
- **The SW Watershed Resource Center (WRC).** The WRC works in concert with neighborhood associations, private landowners adjacent to public property, and other groups such as the African Youth & Community Organization to provide watershed stewardship project development.
- **Friends of Marquam Nature Park (FMNP) and Friends of Terwilliger (FoT) with support from the Homestead Neighborhood Association.** These all-volunteer community groups play an integral role in the long-term stewardship of this corridor.
- **Oregon Health & Sciences University (OHSU).** Trained horticulture staff works closely with WWRP to plan and implement the project providing expertise and match funding. OHSU recently completed a strategic plan to improve wildlife habitat on their property. This grant will kick-start that strategic plan.
- **West Multnomah Soil & Water Conservation District (WMSWCD).** WMSWCD staff provide expertise, information and technical assistance in invasive plant management and match funding for outreach to adjacent property owners.



## Project description (two pages maximum)

**Project narrative** | The Connecting Portland's Urban Forest project (aka "the project") builds off of 20+ years of community efforts to restore and connect wildlife habitat, protect local streams, increase awareness about the importance of natural areas, increase access to nature for a diverse set of stakeholders, and support local stewardship. The project will expand on restoration efforts across multiple properties in and around Marquam Nature Park and nearby Terwilliger Parkway, Keller Woodlands, natural areas that are part of OHSU's campus, and other private properties (See Fig 2). This project area was identified as a strategic and priority focus for the WWRP in 2013 as it encompasses a substantial component, and essential linkage, of the Westside Wildlife Corridor in SW Portland, a forested spine of the west hills that protects undeveloped natural habitats and streams. WWRP is working to enhance this corridor to increase its functionality as a wildlife migration corridor from Forest Park to the north connecting to Tryon Creek State Natural Area in the south (See Fig. 2). The project area includes enhancement of mixed conifer and deciduous forest, oak, and riparian habitat.

A substantial effort has been made to protect the forest canopy, streams and wildlife habitat in the project area. Opportunity for impact in the area continues to magnify as restoration progress expands across the landscape. WWRP seeks to strategically connect habitat through collaborative restoration projects that expand outward from accessible and visible stewardship sites. At this point, additional resources are needed to tie together and sustain the work of volunteers, canopy weed treatments, youth crews, and smaller partner-led projects to realize the larger goals of the WWRP in a patchwork urban landscape across public and private land. With additional resources, partners will be able to connect their restoration project areas through this section of the corridor, install educational signage, and promote highly-visible demonstration stewardship areas to showcase the important restoration that has been put in place to connect our urban forest. In this way, WWRP will continue to expand restoration efforts across the current project area and then throughout the Westside Wildlife Corridor, and support long-term local stewardship that sustain restoration efforts.

Grant funds will support restoration, stewardship, and outreach activities in three strategic focal areas (see Fig. 2). Restoration activities include treatment of ground ivy, canopy weeds and invasive trees and shrubs, and planting of native species to enhance conifer and deciduous forest, oak and riparian habitat. Volunteer stewards and diverse youth crews will provide focused removal of invasive weeds, native plantings, and installation of educational signage at accessible stewardship sites within each focal area. Contract crews, from diverse backgrounds, certified OMWESB owned businesses, will treat encroaching weeds across terrain too large and challenging for volunteers, amplifying decades of local volunteer efforts, protecting valuable habitat, and halting invasive pressures. Private landowner outreach, promotion of programs such as Backyard Habitat Certification and restoration incentives, and promotion of demonstration projects will provide anchors for public engagement of those who live, work, and play in the project area.

**Focal Area I. North Marquam Ravine (30 acres of upland forest and riparian habitat):** This focal area is the primary targeted restoration area for the Friends of Marquam Nature Park and will support current efforts on public and adjacent private land.

**Focal Area II. SW Terwilliger Parkway bluffs (25 acres of forest and mature oak habitat):** This focal area is a priority area for a number of partners due to high visibility, extensive community involvement, and unique oak habitat. Friends of Terwilliger, Homestead Neighborhood Association, and volunteers with OHSU have made significant contributions towards restoration, but this area requires contracted crew work to manage difficult terrain to support long-term community stewardship efforts.

This focal area will also include work on adjacent private property and a highly visible urban forest demonstration project located at the entrance to Terwilliger Parkway showcasing both unique oak and mixed-conifer forest habitat.

**Focal Area III. Keller Woodlands and South Marquam (30 acres of forest and riparian habitat):**

There is a long history of weed control and restoration efforts in this focal area. Work at Keller will focus on remaining infestations of ground ivy, scattered tree ivy, and weedy trees, much of which is on steep slopes less suitable for volunteer work. This focal area will also include work on adjacent PP&R and private property.

Restoration of the Westside Wildlife Corridor provides opportunities for people from all over the Portland metro area to connect with nature. In addition to significant restoration and habitat enhancement outcomes, this project will increase awareness about the importance of natural areas and connecting urban habitat while providing opportunities for hands-on stewardship and learning. WWRP partners work to involve a broad stakeholder base including private property owners, volunteers, crews, mentored youth, school groups and other natural area visitors. Door-to-door outreach, education, and a call to action will be conducted in 2015-2016 with 500 households adjacent to public land providing a direct connection with those closest to sensitive natural areas. Valuable programs like PP&R's GRUNT and Youth Conservation Corps, WMSWCD's Urban Watershed Mentors Program, and WRC's collaboration with the African Youth and Community Organization provide mentorship, skill-building and hands-on learning opportunities in the project area for the next generation of stewards from diverse backgrounds.

**Goals** | The Connecting Portland's Urban Forest project meets the Nature in Neighborhoods restoration grant purpose and goals by protecting and enhancing regional habitat connectivity in a corridor that is an essential link between large intact natural areas in the Portland-Metro area thus increasing the value of the urban landscape for native species. This valuable forest corridor provides habitat for a number of species identified in the Regional Conservation Strategy including the Slender-billed nuthatch, Brown creeper, Cassin's vireo, Swainson's thrush, Pacific-slope flycatcher, Pileated woodpecker, Stellar's jay, Pacific wren, Douglas's squirrel, and the Northern flying squirrel. Additionally, the project will increase awareness for and engage people in protection of natural areas through one-on-one engagement with diverse youth and volunteers, targeted outreach, and connection to stewardship opportunities.

The project addresses local and watershed action plans by employing multiple natural resource protection strategies developed by the City of Portland. PP&R identified the project area as a high priority for investing in Westside Wildlife Corridor habitat connectivity. Additionally, this project was identified as central to the implementation of the City's Watershed Management Plan (2005, 2010) as actions that will improve water quality, control erosion, reduce storm water pollution, and enhance wildlife habitat.

In support of the Oregon State Conservation strategy, the project will improve wildlife habitat and improve long-term water quality of small streams that are crucial to local wildlife, including mammals, birds and amphibians. OWEB's Basin Priorities (2005) for the Lower Willamette River in Portland specifically call out the area's remaining "natural riparian areas" which are supported by several small, non-urbanized streams.

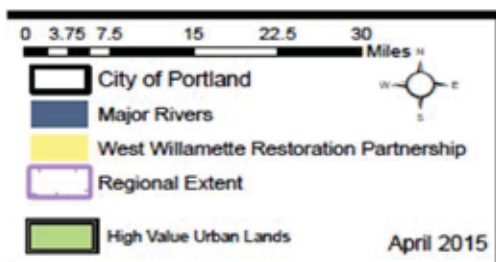
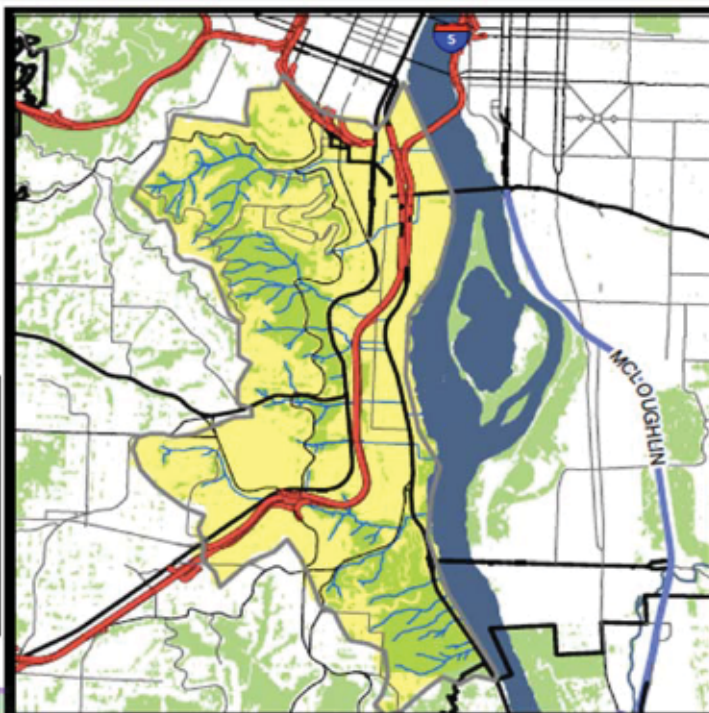
**Partnerships** | WWRP partners working on the West Willamette Habitat Enhancement project are listed in more detail under Section - Organizational Preparedness, above. This project provides the opportunity to connect partner work in an innovative and meaningful way that increases the long-term sustainability of each individual organization's efforts.

### Location and project reach (two pages maximum)

Provide a location/vicinity map that shows where the project and/or participating communities are located within the region. Please include existing stream and wildlife corridors, parks, trails and/or natural areas

## West Willamette Restoration Partnership

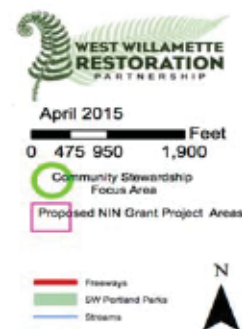
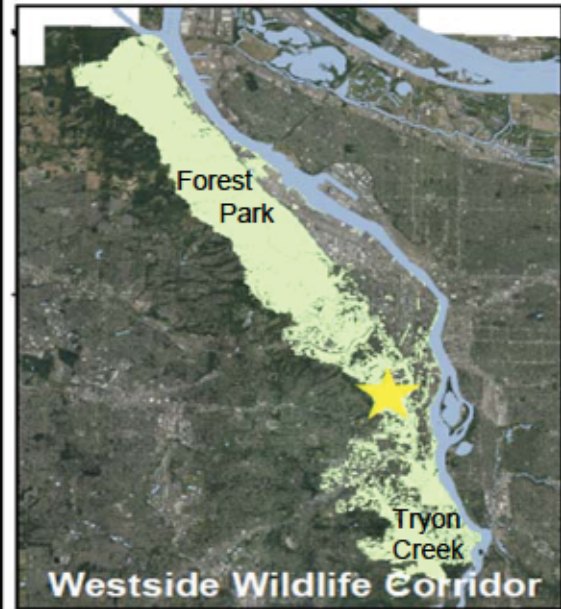
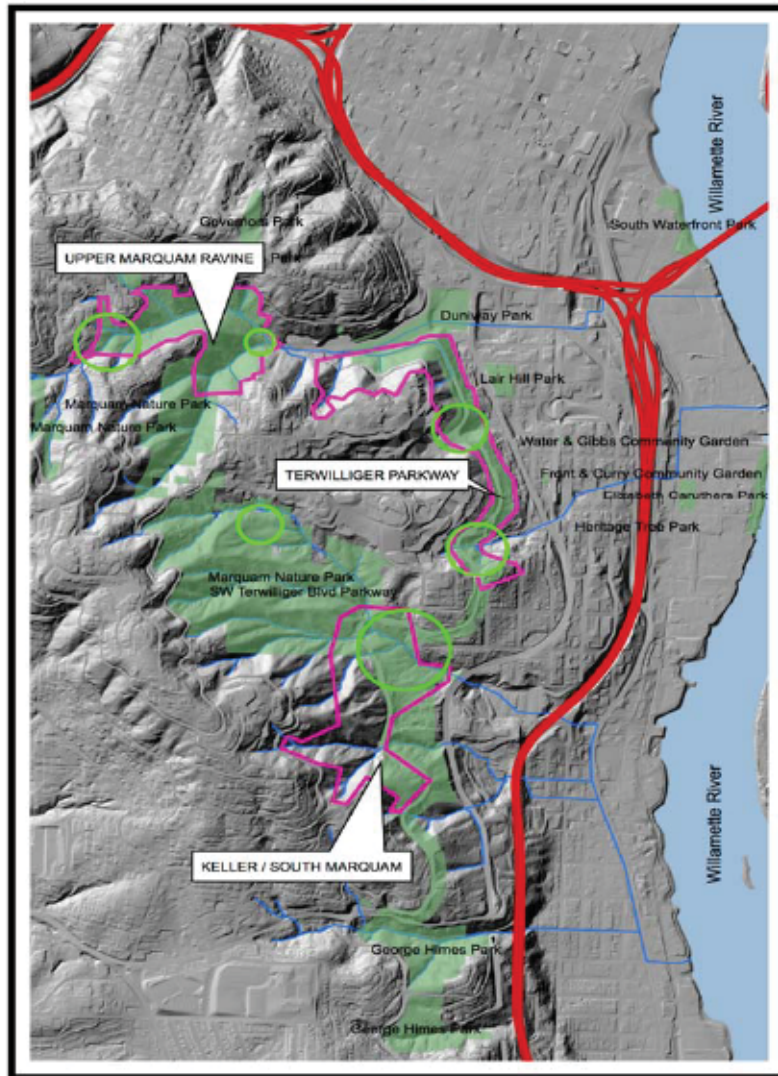
OVERVIEW MAP



The West Willamette Restoration Partnership has been developing collaborative restoration strategies since 2006 to tackle the threat of invasive species in the Westside Wildlife Corridor between Forest Park and Tryon Creek (*overview map above*). This area encompasses a substantial corridor of high value urban forest that needs to be protected as a critical part of the region's forest and watershed resources.

## Connecting Portland's Urban Forest

### Proposed Project Areas 2015



The WWRP Proposed Project Areas Map (*above, left*) demonstrates the scope of the three project areas that will be protected by restoration activities in SW Portland, an essential linkage through Portland's urban core in the Westside Wildlife Corridor (see *above, right*). Within each project area, restoration activities will build off of years of smaller, collaborative invasive removal and native plantings adding strategic new sites on both public and private property. The multi-tiered strategy of large-scale canopy protection (pink boundaries), volunteer and youth stewardship on public and private sites (green circles), and diverse community involvement provide connectivity between project areas and decrease invasive pressures making it possible to sustain effective corridor restoration.

*Upper Marquam Ravine* includes stewardship sites building off of past OWEB funded projects on public and private land and a long-term FMNP site surrounding the Marquam Shelter and public mosaic art project. *Terwilliger Parkway* includes a long-term FoT and Homestead restoration site and a recently added site at Eagle Point. *Keller/South Marquam* includes long-term FoT and CLT stewardship sites and a new private property enhancement project with SW WRC.

## C. Project Budget Narrative and Worksheet

Budget Activity	Description
BES Staff	Staff time for BES Environmental Specialist's support of project administration and fiscal sponsorship (\$60/hr * 40 hrs/yr * 3 yrs)
WWRP Coordinator	WWRP project coordination, partnership development, outreach, monitoring, communications & reporting (\$40/hr* 180 hrs/yr*3 yrs)
Parks & Recreation Staff	Average staff time for PP&R Ecologist and Volunteer Engagement staff (\$60/hr * 180 hrs/yr * 3 yrs) to support restoration activities
Columbia Land Trust Staff	Average staff time for CLT Stewardship Lead, Stewardship Coordinator, Stewardship Assistant and Volunteer Coordinator to provide site-level management of Focal Area 3 (\$40/hr * 100 hrs)
Community Volunteers for FMNP, FoT, and CLT stewardship	Includes both volunteer leaders in planning and episodic volunteers (\$23.07/hr) in hands-on restoration activities. The Friends groups have regular monthly workdays and CLT has a site stewards.
Southwest Watershed Resource Center Coordinator	Staff time for WRC Coordinator to support outreach, private property restoration projects and AYCO program (\$30 /hr * 80 hrs/yr * 1 yr).
Youth Conservation Corps, Alternative Community Service, African Youth Community & Organization	YCC crews are managed by PP&R. FoT works with the ACS crews. PP&R and SW WRC will partner to support AYCO with Community Watershed Stewardship Program grant funds. NIN funds will help to support continuing work for AYCO.
Contract Crews Ground ivy: \$300/ac x 40 ac (times 1.5 treatments) Weedy trees: \$260/ac x 80 ac Canopy weeds: \$ 260/ac x 25 ac Planting: \$200/ac x 40 ac	Contracting and managing crews to treat weedy trees, canopy weeds, and ground ivy for site prep and planting on a large scale. Crews will primarily be contract crews on the Portland approved contractor list. Contractors must be supervised by a city employee (BES or PP&R) while working on public property. Selected contract crews represent a diverse workforce, and are certified OMWESB owned businesses.
Specialized contract crews \$400/ ac or 200 hours	Specialized contractors will be needed for steep slopes that require rigging; for detailed invasive removal, and complicated tree removal.
Native plants Average of \$0.85/plant	Funds for native plants - bare root and container stock plants sourced locally for enhancing upper and mid-level canopy vegetation.
Mileage	Reimbursement of mileage costs for travel for WWRP and CLT staff
Signage (\$2000 in match from FMNP)	Funds for installation of 15 informational signs at highly visible sites. This includes both temporary signs and some longer-term signs.
Adjacent private landowner outreach and restoration projects	\$25,500 in secured match funds or in-kind from WMSWCD, FoT and SW WRC to support large-scale outreach to residents and complementary stewardship activities on private properties.
Maintenance	Follow-up weedy tree and ground ivy work with contract crews to address re-sprouts over large areas.

## See Budget Memorandum at end of Attachment B

Connecting Portland's Urban Forest Project Budget									
Activity	Metro Funds				Match Funds			In-Kind Match	Total Budget
	Year 1 (2015-2016)	Year 2 (2016-2017)	Year 3 (2017-2018)	Years 4 & 5 (2019-2020)	Year 1 (secured)	Year 2	Year 3	Total: 3 years	Total: 3 years
<b>PERSONAL SERVICES (includes wages, taxes, and benefits)</b>									
BES Staff (fiscal management and project oversight)					\$2,400	\$2,400	\$2,400		\$7,200
<b>VOLUNTEER LABOR</b>									
Community Vols (FMNP, FoT, CLT Stewardship)								\$36,082	\$36,082
<b>PROFESSIONAL SERVICES</b>									
WWRP Coordinator	\$3,600	\$3,600	\$3,600					\$10,800	\$21,600
PP&R Staff								\$32,400	\$32,400
CLT Staff	\$1,667	\$1,667	\$1,666					\$7,000	\$12,000
SW WRC Coordinator								\$2,400	\$2,400
YCC, ACS, and AYCO crews		\$2,000						\$17,600	\$19,600
Contract crews: ground ivy		\$8,000	\$7,000		\$3,000				\$18,000
Contract crews: weedy trees	\$9,200	\$5,000	\$3,600						\$17,800
Contract crews: canopy weeds	\$5,200	\$1,300							\$6,500
Contract crews: planting		\$2,000	\$6,000						\$8,000
Specialized contract crews		\$3,000			\$2,800	\$1,200			\$7,000
<b>MATERIALS AND SUPPLIES</b>									
Native plants		\$5,440	\$15,300					\$10,600	\$31,340
<b>TRANSPORTATION COSTS</b>									
Mileage	\$186	\$187	\$187						\$560
<b>OTHER</b>									
Signage		\$1,000			\$2,000				\$3,000
Adjacent Private property outreach and projects					\$11,500	\$6,000		\$8,000	\$25,500
<b>SUBTOTALS</b>	<b>\$19,853</b>	<b>\$33,194</b>	<b>\$37,353</b>		<b>\$21,700</b>	<b>\$9,600</b>	<b>\$2,400</b>	<b>\$124,882</b>	<b>\$248,982</b>
Maintenance: follow-up ivy and tree treatments				\$8,100					\$8,100
<b>Total 2015 NIN Grant Request</b>		<b>\$98,500</b>						<b>Project Total</b>	<b>\$257,082</b>

## D. Evaluation Measures and Outcomes Reporting (two pages maximum)

**Evaluation Outcomes Narrative:** The project proposes to fully restore 85 acres of natural area. Landscape-scale and focal area restoration success will be measured using standard monitoring techniques including permanent vegetation monitoring plots and survey information. Additionally, project success will be measured through results of diverse outreach and engagement including targeted outreach to 500 adjacent property owners surrounding the focal areas, demonstrated diversity of groups and volunteers engaged in stewardship activities, and number and location of neighboring landowners involved in complementary stewardship activities. The project's lessons will provide a template for achieving multi-partnership restoration at a landscape scale. Documented success and opportunities for improvement will be used to scale up and expand on this project's restoration area in the corridor.

### *Evaluation Measures Chart:*

	Goal 1: Restore wildlife habitat	Goal 2: Public Engagement / Stewards
<b>Goals</b>	Preserve and restore wildlife habitat in an essential part of the Westside Wildlife Corridor in support of larger conservation initiatives through landscape-scale invasive species control and focused restoration activities. The project will increase the value of the urban landscape for native species and key habitats.	Increase awareness of and engagement in active restoration of habitat in the Westside Wildlife Corridor on both public and private lands through targeted outreach, involvement of the public in hands-on restoration projects, education opportunities, and engagement of neighboring property owners in complementary stewardship activities.
<b>Outcomes</b>	85 acres of key habitat area restored including: <ul style="list-style-type: none"> <li>• 25 acres of invasive canopy weeds treated in primarily oak habitat;</li> <li>• 40 acres of ground ivy treated;</li> <li>• 80 acres of weedy trees treated;</li> <li>• Increase in native plant diversity;</li> <li>• Plant 35,000 trees, shrubs, and forbs;</li> <li>• 80% control of invasive plants in focal areas; and</li> <li>• Create a highly visible demonstration planting on Terwilliger Parkway to showcase native understory species.</li> </ul>	<ul style="list-style-type: none"> <li>• Engage 150 volunteers in hands-on restoration activities per year;</li> <li>• Conduct door-to-door outreach to 500 households to provide education on healthy watershed issues in their neighborhood and increase participation in established local programs that improve watershed health through specific actions;</li> <li>• Engage with a diverse group of volunteer stewards from across the Portland-Metro region through a variety of outreach and restoration activities;</li> <li>• Create and install 15 informational signs.</li> </ul>
<b>Strategies</b>	<ul style="list-style-type: none"> <li>• Improve regional habitat connectivity through enhancement of key habitats, expansion of existing efforts, and strategically partnering with landowners to maximize conservation;</li> <li>• Remove invasive weeds and enhance native vegetation; and</li> <li>• Support local multi-purpose approaches: promote active stewardship in 3 focal areas to preserve important habitat features and implement restoration activities across public and private land to maximize long-term benefits.</li> </ul>	<ul style="list-style-type: none"> <li>• Involve a diverse group of partners, students, youth crews, and volunteer stewards in planning, implementation, maintenance, and monitoring of restoration sites;</li> <li>• Engage volunteers in hands-on restoration activities on both public and private land in the corridor; and</li> <li>• Engage in diverse outreach activities to both educate and involve the local community and build or strengthen local partnerships, including Portland State University and the VA Hospital.</li> </ul>

<b>Location and habitat types</b>	<ul style="list-style-type: none"> <li>The project includes restoration activities on public and private land in the corridor between SW Broadway Drive, SW Capitol Highway and SW Barbur Blvd.</li> <li>The <i>focal areas</i> were selected to enhance important habitat features including: 1) 25 acres of mature Oregon white oak, 2) numerous small and seasonal streams and associated riparian areas, and 3) upland mixed conifer forest habitat.</li> <li>The project will benefit at least 10 species of note in the Regional Conservation Strategy. City sponsored bird monitoring in Portland's habitats identified the avian oak obligate, <i>white breasted nuthatch</i>. While Marquam has demonstrated high habitat value with the presence of 5 woodpecker species, including the <i>pileated woodpecker</i>.</li> </ul>	<ul style="list-style-type: none"> <li>The project will expand knowledge and participation among diverse groups about creating strong habitat connections through one-on-one engagement with private landowners, diverse youth and volunteers.</li> <li>One of the greatest strengths of WWRP is demonstrated by our goal to share information, resources, and lessons learned through ongoing and future planned citizen science monitoring projects. Information sharing is designed for multiple audiences.</li> <li>The group is already engaged in partnerships to strengthen habitat connections beyond the current WWRP project area. WMSWCD, SW WRC, and BES are actively working with Tryon Creek Watershed Council and Lewis and Clark College. WMSWCD, PP&amp;R, and BES are also part of large initiatives in Forest Park.</li> </ul>
<b>Project Reach</b>	<ul style="list-style-type: none"> <li>Trail surveys in the parks show that a broad range of users visit the parks including local residents, commuters, school groups (all ages), and both regional and out of the area visitors. It is estimated that upwards of 50-200 bikes and pedestrians travel through the Terwilliger corridor per hour.</li> <li>Healthy natural areas provide a resource for users of adjacent medical facilities who visit from across the Portland-Metro region, Oregon, and SW Washington.</li> <li>PP&amp;R works with Hands On Portland to promote volunteer events and attracts a diverse set of volunteers in addition to regular community, business group and student volunteers. Partners do not directly track volunteer demographics.</li> </ul>	<ul style="list-style-type: none"> <li>The community lead public engagement effort will follow a model developed by the NW Institute for Community Enrichment to reach a broad cross-section of stakeholders, engage interest and input, and track follow-through on watershed-health actions.</li> <li>Partners' programs such as YCC, GRUNT (Greenspaces Restoration &amp; Urban Naturalist Team), and a collaboration with African Youth &amp; Community Organization (AYCO) will provide underserved youth with opportunities to learn about and engage in hands-on restoration activities (30-40 participants per year).</li> <li>Marquam and Terwilliger provide an outdoor classroom space for multiple PSU classes in addition to providing service learning opportunities.</li> </ul>
<b>Data collection tools and methods</b>	<ul style="list-style-type: none"> <li>Permanent plots will be set up and monitored in year 1 (pre-treatment) and year 4 / 5 (post) for qualitative and quantitative data across the project area;</li> <li>Focal area site data such as area treated, plantings, and local observations will be tracked by site managers in years 1-3;</li> <li>Revegetation crews, supervised by BES, PP&amp;R, or CLT staff will provide progress information about treated areas.</li> </ul>	<ul style="list-style-type: none"> <li>Volunteer registration information will be tracked and reported by site managers;</li> <li>Outreach results will be tracked, including the number of households contacted in person, by mail, and level of engagement;</li> <li>General outreach will be tracked through record of dissemination, presentations, events, and number of people engaged;</li> <li>Anecdotal evidence and stories from volunteer stewards will be collected.</li> </ul>



## E. Scope of Work (two pages maximum)

### Phase & Activity: Project planning

Schedule & Timeline: 2014-2015

Responsible Partner: WWRP-facilitated strategic and project planning between partners

WWRP partners have been developing this partnership-level project as a priority since 2014, building off of the decades of work done by volunteers. The project area was selected to (1) enhance ecological health in key habitats in an essential linkage in the Westside Wildlife Corridor; (2) strategically and collaboratively expand on existing restoration efforts by WWRP partners; and (3) build on local stewardship momentum in a visible and impactful way with a diverse group of volunteers, students, and partners. The planning phase for this project and supporting effort is complete. In addition, partners have made progress with several efforts. Partnership accomplishments in 2014/2015 include: BES completed 120 acres of canopy weed treatment. Mount Hood Community College students conducted a forestry assessment for the Land Trust and are preparing reports on forest health, weed cover, and making recommendations for management as part of their forestry class curriculum. PP&R is working with partners to wrap up an OWEB small grant in the upper Marquam ravine, although maintenance and neighbor outreach will continue.

### Phase & Activity: Implementation

Schedule & Timeline: 2015-2018 (see detailed schedules below)

Responsible Partner: BES, CLT, and PP&R will work collaboratively

Site Prep: Winter 2015/16/17 (weedy tree treatment) & Spring 2016 (canopy weed treatment): Initial invasive trees including holly, laurel species, Norway maple, cherry, and English hawthorn will be cut, stump treated and left on site (~40 acres; Nov-Feb). Stumps will be cut high in case the crews need to re-treat. Site treatment will be staged so that large areas of ivy are treated before invasive trees are dropped (~40 acres). Remaining areas of tree ivy and clematis will be air gapped and the stumps treated with herbicide (25 acres; March-June).

Late Summer/ Fall 2016 and 2017 (ground ivy treatment- both initial and follow-up): Large areas of ivy will be treated with herbicide for a two year period prior to planting (30 acres; Aug-Oct). Areas with sparse ivy will be spot treated by small contract crews or pulled by volunteers (10 acres). Youth conservation crews will assist with mechanical removal, primarily in the summer. Areas that are steep or already have a good understory will require specialized contractors for more detailed or technical work.

Planting: Winter 2017- Spring 2018: Planting will be done by contract crews in large work areas (30 acres). Volunteers will do the planting in smaller, more accessible work areas (10 acres). PP&R works with youth crews and student groups in addition to hosting regular community stewardship days. Timing: Oct - Dec. (container plants), Jan-Mar (bare-root stock). Plantings will be designed to enhance the canopy and restore mid-level and understory layers. Because of the history of small scale restoration, site conditions vary. On average, 600 plants per acre will be sufficient to enhance the existing level of native vegetation in the focal areas.

Best Practices: Staff, volunteers, and contractors will use best practices to minimize spread of invasive weeds within and off-site, including containing infestations, piling or bagging weeds, and using boot brushes at entry/exit to prevent weed seed transport. Areas with exposed soil will be planted.

**Phase & Activity: Maintenance**

Schedule & Timeline: Summer 2017 - Spring 2019

Responsible Partner: BES, CLT, and PP&R will work collaboratively

Contract crews lead by BES, PP&R, or CLT staff will conduct 2 years of maintenance in large treatment areas post project. This includes spot treatments of ivy and other weeds and re-sprouts of invasive trees. Community groups and Columbia Land Trust will continue to maintain stewardship projects in the focal areas through hand pulling and supplemental planting with support from WWRP as needed. The community groups and Columbia Land Trust have a well-established long-term commitment to these areas. CLT recruits dedicated volunteer site stewards and PP&R develops stewardship agreements with Friends groups to focus restoration and maintenance efforts.

**Phase & Activity: Reporting**

Schedule & Timeline: 2015-2016 Pre-Monitoring; 2015-2018 Reporting; 2018-2020 Post-Monitoring

Responsible Partner: BES, CLT, and PP&R will report out on site and landscape progress; WWRP will manage pre-and post-monitoring

All partners and project leads will report progress, outcomes, private landowner participation, and issues to the WWRP Coordinator through established reporting procedures. Pre- and post-monitoring will be managed by WWRP and BES, including permanent vegetation and photo-point plots throughout the project area. Monitoring will follow standard BES procedures so as to be consistent throughout the corridor. Project success will be based on the increase of native plant cover, reduction of invasive plant cover, number and diversity of volunteers engaged, and lessons learned regarding scaling up and expanding this model of collaborative restoration.

**Phase & Activity: Outreach**

Schedule & Timeline: 2015-2018

Responsible Partner: WWRP, WRC, CLT, Community groups, and PP&R will work collaboratively

Outreach efforts will consist of both general public and targeted efforts around the focal areas with two main goals: (1) Encourage and provide incentive for complementary stewardship activities around the focal areas and in the corridor; and (2) engage with a diversity of new and returning volunteer stewards both locally and across the Portland-Metro region. General outreach will include cross-promotional web postings, social media highlights and stories, presentations at community meetings, volunteer recruitment and engagement through WWRP partners' networks, distribution of brochures, and informational signage at work sites or trailheads. Targeted outreach will be a directed door-to-door campaign to 500 adjacent private property owners around focal areas using a successful listening question and pledge action model of engagement. FoT and FMNP will work with WWRP Coordinator and the Northwest Institute for Community Enrichment to develop volunteer and student leaders to conduct the outreach to households surrounding Terwilliger Parkway and Marquam Nature Park, specifically focusing in areas that are adjacent to restoration sites within the parks and/or those that may have a connection or direct impact to the work. The outreach campaign will engage directly with at least 10% of households around the Marquam and Terwilliger areas. Participants will work with new and existing partner resources to support student learning opportunities, enhanced volunteer opportunities, and participate in available programs such as the Backyard Habitat Certification Program and other incentive programs offered by partners including the WMSWCD and SW WRC, which engage private residents in habitat restoration activities on their privately owned lands throughout the developed landscape.

## F. Photos

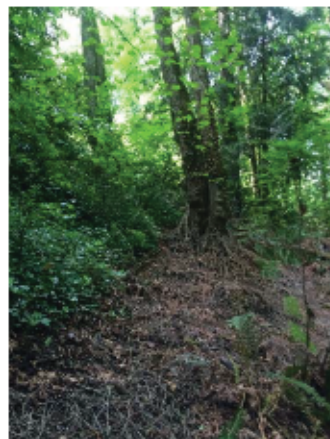
A diverse urban landscape demands a diverse set of partners & strategies to meet habitat restoration needs



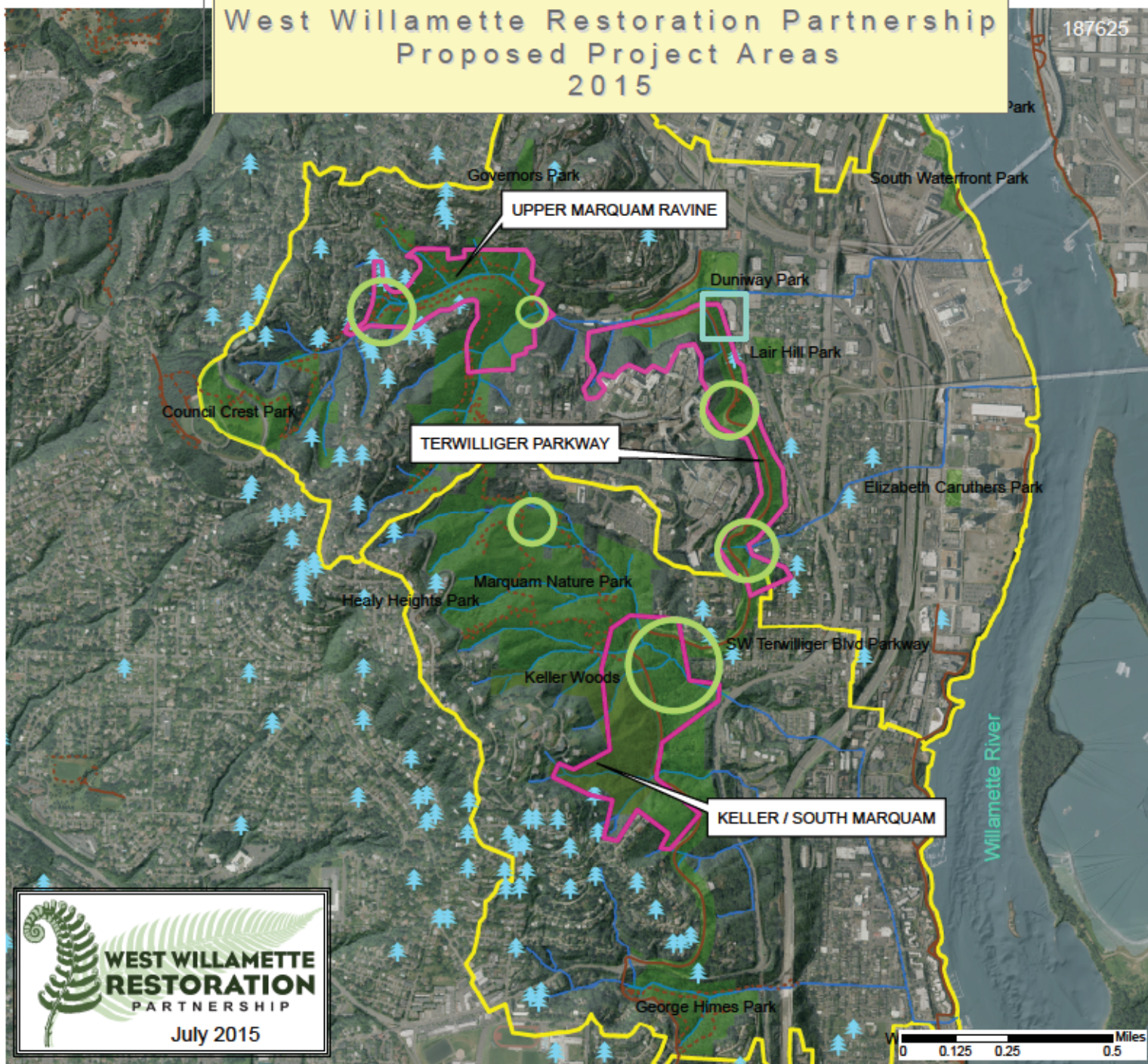
The faces of our youth crews & volunteers (AYCO, YCC & nature camp, & monthly volunteer events)



Habitat restoration tools: canopy weed treatment, ground ivy spray, & community stewardship areas



# West Willamette Restoration Partnership Proposed Project Areas 2015



**Project Area Map:** Backyard Habitat Certification Program (BHCP) sites have been added to the project map to demonstrate the extent of committed landowners in the project area. There are 115+ properties on the map, 12 have signed up within the last year. The BHCP was started by WWRP members, and while not an active participant in this grant funded project, is an important part of the larger restoration effort and will be one of the many tools shared with adjacent landowners as part of an integrated outreach strategy.

- Proposed NIN Grant Project Areas
- Demonstration Site
- Community Stewardship Focus Area
- Trail
- Path
- ▲ BHCP Participants
- Streams
- WWRP Focus Area





# CITY OF PORTLAND ENVIRONMENTAL SERVICES



1120 SW Fifth Avenue, Room 1000, Portland, Oregon 97204 ■ Nick Fish, Commissioner ■ Michael Jordan, Director

July 1, 2015

Metro - Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232

Dear Grant Review Committee,

The City of Portland Bureau of Environmental Services (BES) is pleased to support West Willamette Restoration Partnership's (WWRP) 2015 Nature in the Neighborhood Restoration Grant. The proposed restoration project is an ambitious effort that will greatly increase capacity and will leverage resources among the long list of WWRP partners who have worked to protect and restore important wildlife corridor in SW Portland since 2006. If awarded, the grant will provide important support to expand upon restoration efforts that have been largely accomplished through volunteer initiatives in a regionally significant location within the Portland metropolitan region.

BES studied the project area in a series of Subwatershed Improvement Strategy reports (<https://www.portlandoregon.gov/bes/50552>) published in 2009 and 2010. The studies involved stakeholders within the scientific and lay community of Portland in the identification of watershed restoration actions in SW Portland. The results of these reports outline many projects that will improve watershed health through actions to improve water quality and stormwater management, and create opportunities to protect and restore habitat for birds, fish, mammals, amphibians, and people. The projects proposed for this grant will make large strides toward accomplishing those improvements. Significant benefits will be realized both locally and regionally through restoration of an area of important linkage for wildlife connectivity between the west hills and the Willamette River and between Forest Park and Tryon State Natural Area.

BES has provided over 9 years of technical and on-the-ground support as well as financial contributions to the WWRP. On an annual basis BES supports WWRP across hundreds of acres through:

- Funding and hiring contractors to remove invasive plants and install native plants. Last year BES completed 105 acres of invasive vine removal in heavily impaired forest habitat along Barbur Blvd, I-5, and Terwilliger Blvd;
- Providing funds to sustain the WWRP coordinator to build upon and support volunteer efforts;
- Supporting both the Backyard Habitat Program and the Watershed Resources Center programs to educate and encourage private property owners to maintain their properties' native plants and remove invasive species;
- Serving a leadership role in the partnership by providing funding the purchase of additional lands within the corridor and conducting large scale restoration actions (146 acres in River View Natural Area).

BES will continue direct support to the project proposed for this grant by:

- Acting as the fiscal agent for the NIN grant (in-kind contribution, 40 hours per year);
- Providing staff time to support the partnership efforts (in-kind contribution, 40 hours per year);
- Supporting the implementation of this grant by developing work plans and managing contract crews to complete the landscape scale invasive plant removal portions of the project.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Ketcham", written over a horizontal dotted line.

**Paul Ketcham**  
**Manager, Willamette Watershed Team**  
**Bureau of Environmental Services**



**Columbia**  
LAND TRUST

July 2, 2015



Metro  
Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232

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1351 Officers' Row  
Vancouver, WA 98661  
(360) 696-0131  
(503) 224-3601  
Fax (360) 696-1847  
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Portland, OR 97214  
(503) 841-5918

ASTORIA OFFICE  
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Astoria, OR 97103  
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216 Cascade Avenue, Suite B  
Hood River, OR 97031  
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Dear Grant Review Committee,

I write this letter in support of West Willamette Restoration Partnership's request for restoration grant funding from the Nature in Neighborhoods grant program for the Connecting Portland's Urban Forest project. West Willamette Restoration Partnership's work demonstrates an outstanding collaboration that maximizes new and existing efforts to restore important wildlife habitat across public and private land.

Southwest Portland natural areas like Marquam Nature Park, Terwilliger Parkway, Keller Woodlands and adjacent private properties provide a key link in the larger wildlife corridor that connects Forest Park and Tryon Creek Natural Area. These green spaces also provide important access to nature for residents of the Portland-Metro region including education, stewardship and recreation opportunities. West Willamette Restoration Partners have been removing invasive plants, restoring habitat, and fostering environmental stewardship in SW Portland since 2006 as an active coalition. It is through this partnership that vital restoration work is achieved in SW Portland, an area that does not have a watershed council or other unified advocacy group.

Columbia Land Trust currently owns and manages the 40-acre Keller Woodlands property, situated in a matrix of publicly and privately held conservation lands in the West Hills Corridor. This property was initially conserved by The Nature Conservancy in the early 1980's, and was then donated to Three Rivers Land Conservancy in 2001. Three Rivers stewarded the property until 2010 when the property came into Columbia Land Trust ownership. This project will follow up, and expand upon, a long history of stewardship efforts at Keller Woodland, conducted by contractors, volunteers, and groups such as AmeriCorps. The Keller Woodlands property is the largest unit in the Land Trust's West Hills Corridor Stewardship Area, which is composed of a mix of fee-owned properties and conservation easements, held by private landowners.

In addition, though the Backyard Habitat Program is not an active partner in this grant, this joint program of the Land Trust and Audubon Society, is an important tool in complimenting the restoration and outreach work that will be funded through this proposal. Backyard started in 2006 from the West Willamette Restoration Partnership

with the primary goal of supporting private properties in complimenting the habitat work on public lands. The great success of the program within WWRP helped drive the expansion of Backyard which now works in four cities and has over 2,700 participants.

Implementation of this project is a critical next step, building on the prior investments made at this site, and in the corridor at large. Columbia Land Trust looks forward to working with partners to implement this restoration project on our Keller Woodlands property.

If supported, this project will not only meet regional conservation goals, but also serve as an exceptional example of collaborative restoration. Columbia Land Trust is happy to grant permission onto our property and to offer \$15, 997 in-kind match for this project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ian Sinks', with a long horizontal flourish extending to the right.

Ian Sinks  
Stewardship Director  
Columbia Land Trust





FRIENDS OF  
MARQUAM  
NATURE PARK

July 1, 2015

Metro  
Nature in Neighborhoods Grants Committee  
600 NE Grand Ave  
Portland, OR 97232

Dear Grant Review Committee,

On behalf of Friends of Marquam Nature Park (FMNP) I write this letter in support of the West Willamette Restoration Partnership (WWRP)'s application for restoration grant funding from the Nature in Neighborhoods grant program for the Connecting Portland's Urban Forest Project. This project will continue the exemplary work of this collaborative coalition to restore wildlife corridors across both public and private land in SW Portland.

FMNP will directly support the project proposed for by this grant by committing \$6,000 as cash match to be used for contract support and signage. In addition, we will recruit and supervise volunteers for manual ivy removal on public land in Marquam Nature Park. Our organization helps PP&R organize and supervise at least 12 work parties/year for invasive plant removal. We will dedicate 10 work parties, totaling at least 240 volunteer hours each year, to working this project focus area in Marquam Nature Park. In the areas that are not appropriate for volunteers, the Connecting Portland's Urban Forest Project will allow us to have professional herbicide applicators do the work.

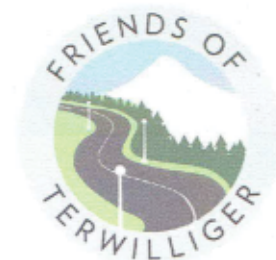
FMNP was formed in 1975 in order to save valuable habitat from development, create a park and conserve it as a natural area. For 40 years we have partnered with the city to expand and help maintain the park, which has grown to 192 acres. This project supports our mission to preserve the native vegetation of the park for the benefit of all creatures.

Since 2007 we have partnered with the Backyard Habitat Certification Program to encourage neighbors of the park to restore their properties, in order to ensure the success of our work on the adjacent public land. This project would allow us to continue this outreach, educating and advising homeowners to improving their backyard habitat, beginning with controlling invasive weeds and replanting native plants.

As one of the founding members of WWRP, we are proud of the success that this public/private collaborative group has had over the past 8 years. WWRP was created in order to strengthen our individual organizations' work of habitat restoration and has been an active and successful coalition that fills a need in an area that lacks a watershed council or other advocacy group. We look forward to its continued efforts to restore natural areas, including Marquam Nature Park, and improve the essential wildlife corridor connecting Forest Park and Tryon Creek State Park.

Respectfully,

Bruce Murray, President



Metro  
Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232

June 26, 2015

To the Grant Review Committee:

As a founding member of the **West Willamette Restoration Partnership(WWRP)**, Friends of Terwilliger wholeheartedly supports the request for restoration grant funding from the Nature in Neighborhoods grant program: **Connecting Portland's Urban Forest** project. The Partnership's work shows an outstanding collaboration, leveraging new and existing efforts to restore key wildlife habitat across public and private land.

The Southwest Portland natural areas of Terwilliger Parkway, Marquam Nature Park, Keller Woodlands and adjacent private properties provide a key link in the larger wildlife corridor between Forest Park and Tryon Creek Natural Area. These green spaces also give important access to nature for all of Portland, with education, stewardship and recreation opportunities.

***The proposed project is clearly in line with Friends of Terwilliger's mission and objectives.*** As an all-volunteer 503(c)(3) nonprofit, we devote nearly 2000 hours per year to preserving and enhancing the Parkway, with about half of that time spent directly on invasive removal and related work. Volunteering with Friends of Terwilliger gives participants a connection with nature and a well-earned feeling of accomplishment. In 2014 we freed 280 trees of ivy and cleared nearly 2 acres of ground ivy. *But* volunteers can't reach dangerous steep areas, remove invasive trees, or apply spot herbicides in critical places to prevent rampant resprouting. This project addresses those gaps in a coordinated fashion across ownership boundaries. The results will be appreciated by Parkway users, neighbors, and volunteers.

WWRP has been removing invasive plants, restoring habitat, and fostering environmental stewardship in SW Portland since 2006, working as an active coalition. This exemplary partnership achieves vital restoration work in a critical area that lacks a watershed council or other unified advocacy group. The proposed project will not only meet regional conservation goals, but also serve as an exceptional example of collaborative urban restoration.

Sincerely,

Anton Vetterlein  
President, Friends of Terwilliger

Friends of Terwilliger  
16 SW Canby, Portland, OR 97219  
(503) 293-1069  
[www.TerwilligerFriends.org](http://www.TerwilligerFriends.org)



Campus Services

**Grounds Department**

Mail code PP 242  
 3310 SW Veterans Hosp. Rd.  
 Portland, OR 97239-3098  
 tel 503 367-9374  
 fax 503 494-8713  
[www.ohsu.edu](http://www.ohsu.edu)

**Chad Sorber**  
*Facilities Business Manager*  
[sorber@ohsu.edu](mailto:sorber@ohsu.edu)

June 30, 2015

Metro  
 Nature in Neighborhoods Grants Committee  
 600 NE Grand Avenue  
 Portland, OR 97232

Dear Grant Review Committee,

I write this letter in support of West Willamette Restoration Partnership's request for restoration grant funding from the Nature in Neighborhoods grant program for the Connecting Portland's Urban Forest project. West Willamette Restoration Partnership's work demonstrates an outstanding collaboration that maximizes new and existing efforts to restore important wildlife habitat across public and private land.

Southwest Portland natural areas like Marquam Nature Park, Terwilliger Parkway, Keller Woodlands and adjacent private properties provide a key link in the larger wildlife corridor that connects Forest Park and Tryon Creek Natural Area. These green spaces also provide important access to nature for residents of the Portland-Metro region including education, stewardship and recreation opportunities. West Willamette Restoration Partners have been removing invasive plants, restoring habitat, and fostering environmental stewardship in SW Portland since 2006 as an active coalition. It is through this exemplary partnership that vital restoration work is achieved in SW Portland, an area that does not have a watershed council or other unified advocacy group.

If supported, this project will not only meet regional conservation goals, but also serve as an exceptional example of collaborative restoration.

OHSU is a long-term landowner committed to restoring the more than 60 acres of natural area we own in Southwest Portland. Over the past ten years we have made a substantial investment in removing invasive species and replanting native species on our property. This grant would allow for follow up on these previous efforts. Natural areas adjacent to our ambulance access routes are our top priority for restoration, including the SW Terwilliger Parkway project area proposed in this grant. OHSU is excited to grant permission onto our property for this project and to offer a \$3,000 cash match.

Sincerely,

Chad Sorber  
 Facilities Business Manager  
 Oregon Health & Science University



## PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland



July 6, 2015

Metro  
Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232



Dear Grant Review committee:

I am writing on behalf of Portland Parks & Recreation (PP&R) City Nature West to express full support for the West Willamette Restoration Partnership's (WWRP) 2015 Metro Nature in Neighborhoods restoration grant application. The proposed Connecting Portland's Urban Forest Project would provide the resources to enhance a regionally significant natural area and tie together long-term community efforts to protect and enhance parks in the West Hills.

With a portfolio of over 6,500 acres on the west side of Portland, PP&R City Nature relies on partnerships with local stewardship groups such as the Friends of Marquam Nature Park (FMNP), Friends of Terwilliger (FoT), and the Homestead Neighborhood Association to achieve our goals. These community partners have made a substantial investment in stewardship of Marquam Nature Park and SW Terwilliger Blvd Parkway. Each of the Friends groups conducts 10-12 work parties a year, supported by PP&R staff, focused on removing invasive species, planting, and site maintenance. Homestead NA participates in two annual joint workdays with each of the Friends groups. These community partners are deeply invested in their local parks and are committed to the long-term improvement and maintenance of this resource.

PP&R also works closely with other partners in the project area. We jointly manage property in Marquam Nature Park with Oregon Health and Sciences University (OHSU). We partner with the Bureau of Environmental Services (BES) to manage invasive species in both parks. BES has just completed additional acreage as a part of a large scale effort to remove tree ivy and clematis across ODOT, PP&R, and adjacent private property. We hope to build on this effort with the proposed project. We are working with West Multnomah SWCD and FMNP to wrap up an Oregon Watershed Enhancement Board (OWEB) small grant in Marquam Nature Park. WMSWCD has committed to providing additional support to work with private property owners adjacent to the project area in Marquam Nature Park.

We are working with WWRP to manage this set of public and private natural areas as a cohesive whole. PP&R is committing \$10,000 in resources to purchase plants to support stewardship efforts for this

### City Nature

1120 S.W. 5th Ave., Suite 1302  
Portland, OR 97204  
Tel: (503) 823-5396 Fax: (503) 823-5570

*Sustaining a healthy park and recreation system to make Portland a great place to live, work and play.*

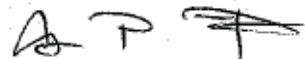
[www.PortlandParks.org](http://www.PortlandParks.org)  
Amanda Fritz, Commissioner  
Mike Abbaté, Director



project. We are also committing substantial staff resources to manage park properties, work with BES staff and contractors, and coordinate with our community partners. We will also provide PP&R sponsored Youth Conservation Crew (YCC) time during the summers, and create opportunities for our Greenspaces Restoration and Urban Naturalist Team (GRUNT) program to participate in the proposed project. We will also be working with Southwest Water Resource Center to coordinate crew days with the African Youth and Community Organization (AYCO). These exciting programs bring a diverse set of students from all over Portland into the parks to both learn about and gets hands-on experience with habit enhancement.

We appreciate your consideration of this request and would be happy to discuss project details additionally if needed. As the property owner for Marquam Nature Park and SW Terwilliger Blvd Parkway, we give permission to work on these properties. If you have any questions regarding PP&R's support and role in this proposal, please contact me at 503-823-4376 or [Astrid.Dragoy@portlandoregon.gov](mailto:Astrid.Dragoy@portlandoregon.gov).

Sincerely,



Astrid Dragoy  
Natural Areas Manager  
Portland Parks & Recreation, City Nature West



July 2, 2015

Metro - Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232

Dear Grant Review Committee,

I am writing in support of West Willamette Restoration Partnership's request for restoration grant funding from the Nature in Neighborhoods grant program for the Connecting Portland's Urban Forest project. West Willamette Restoration Partnership's work demonstrates an outstanding collaboration that connects several agencies and community groups together to efficiently strategize and implement restoration across important public- and privately-owned natural areas in the west Willamette watershed between Forest Park and Tryon Creek.

Among the largest and ecologically-important natural areas within the West Willamette Restoration area are Marquam Nature Park, Terwilliger Parkway, Keller Woodlands and adjacent private properties. These natural areas provide a key link in the larger wildlife corridor that connects Forest Park and Tryon Creek Natural Area. These green spaces also provide important access to nature for residents of the Portland-Metro region including education, stewardship and recreation opportunities. West Willamette Restoration Partners have been removing invasive plants, restoring habitat, and fostering environmental stewardship in SW Portland since 2006 as an active coalition. It is through this exemplary partnership that vital restoration work is achieved in SW Portland, an area that does not have a watershed council or other unified advocacy group.

If supported, this project will not only meet regional conservation goals, but also serve as an exceptional example of collaborative restoration. To assist meeting regional landscape-scale objectives, the West Multnomah Soil & Water Conservation District has partnered on conservation plans with numerous private landowners, community groups, schools and agencies within the west Willamette watershed and beyond. Specific to Marquam Nature Park, West Multnomah SWCD has provided FISH grant money to support outreach to 500 adjacent property owners and has already committed an additional \$12,000 to implementing conservation projects on private property adjacent to Marquam Nature Park. By working directly with private landowners and with other Marquam Park project partners, West Multnomah SWCD will assist with ensuring that the benefits of the work done within the park are felt beyond its borders.

Sincerely,

A handwritten signature in blue ink that reads "Dick Springer".

Dick Springer, *District Manager*  
West Multnomah Soil & Water Conservation District  
2701 NW Vaughn St, Ste 450 Portland, OR 97210  
503-238-4775 x106 [dick@wmswcd.org](mailto:dick@wmswcd.org)



Multnomah Arts Center, Room 5  
7688 SW Capitol Hwy.  
Portland, OR 97219

503-823-2862  
<http://wrc.swni.org>  
[watershed@swni.org](mailto:watershed@swni.org)

July 7, 2015

Metro  
Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232

Dear Grant Review Committee,

I am writing this letter in support of West Willamette Restoration Partnership's request for restoration grant funding from the Nature in Neighborhoods grant program for the Connecting Portland's Urban Forest project. West Willamette Restoration Partnership's work demonstrates an outstanding collaboration that maximizes new and existing efforts to restore important wildlife habitat across public and private land.

Southwest Portland natural areas like Marquam Nature Park, Terwilliger Parkway, Keller Woodlands and adjacent private properties provide a key link in the larger wildlife corridor that connects Forest Park and Tryon Creek Natural Area. These green spaces also provide important access to nature for residents of the Portland Metro region including education, stewardship and recreation opportunities. West Willamette Restoration Partners have been removing invasive plants, restoring habitat, and fostering environmental stewardship in SW Portland since 2006 as an active coalition. It is through this exemplary partnership that vital restoration work is achieved in SW Portland, an area that does not have a watershed council or other unified advocacy group. If supported, this project will not only meet regional conservation goals, but also serve as an exceptional example of collaborative restoration.

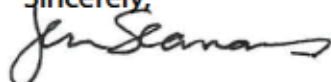
It will also exemplify the **Southwest Watershed Resource Center** mission: to inspire awareness and action to improve watershed health in SW Portland neighborhoods. The WRC helps develop, implement and manage community-initiated projects to promote watershed health, and involves the whole community in volunteer stewardship efforts. The continuing 2.5 year partnership between the WRC and the African Youth and Community Organization promotes the involvement and job training of young adult Somali refugees in watershed restoration efforts in the WWRP target area. Last year, the group worked on two projects in the WWRP area that will continue in 2015, supported by BES Community Watershed Stewardship grant funding. Continuing funding is requested to support the involvement of AYCO in this partnership in Year Two.

Another specific WRC project that will dovetail with the Connecting Portland's Urban Forest proposal is the Terwilliger Creek at Hamilton neighborhood restoration. This project

encompasses five properties on a street that dead-ends at a Terwilliger Parkway trailhead. The goals of the project are to reduce invasive plant cover and improve native habitat, while stabilizing the steep slopes above Terwilliger Creek. This project will help protect the investment of volunteer time and public funding in maintaining Focus Area II, the Terwilliger Parkway natural area, and also serves as a demonstration project for other WWRP outreach efforts. This project brings matching funding of \$9,430 with an additional \$13,591 in-kind.

If funding is awarded, the Connecting Portland's Urban Forest proposal will serve as a focal project for the exemplary WWRP partnership and the integration of partner goals, not only for SW Portland but for collaborative efforts throughout the Metro region. This project will help meet conservation goals while building capacity for future public-private partnerships. The WRC is delighted to be involved in this project and will enthusiastically support its implementation.

Sincerely,

A handwritten signature in black ink, appearing to read "Jennifer Seamans". The signature is fluid and cursive, with a long horizontal stroke at the end.

Jennifer Seamans  
Watershed Center Manager





College of Liberal Arts and Sciences  
Environmental Science & Management

Post Office Box 751-ESM                      503-725-4982 tel  
Portland, Oregon 97207-0751                503-725-9040 fax  
Science Research & Teaching Ctr  
Rm 218

1719 SW 10<sup>th</sup> Ave                                www.pdx.edu/esm  
Portland, Oregon 97201

2 July 2015

Metro  
Nature in Neighborhoods Grants Committee  
600 NE Grand Avenue  
Portland, OR 97232

Dear Grant Review Committee,

I write this letter in support of West Willamette Restoration Partnership's request for restoration grant funding from the Nature in Neighborhoods grant program for connecting Portland's Urban Forest project. The West Willamette Restoration Partnership demonstrates an outstanding collaboration that maximizes new and existing efforts to restore important wildlife habitat across public and private land.


Southwest Portland natural areas, like Marquam Nature Park, Terwilliger Parkway, Keller Woodlands and adjacent private properties provide key links within the larger wildlife corridor that connects Forest park and Tryon Creek natural Areas. These green spaces also provide important access to nature and educational opportunities for residents of the Portland Metro region, particularly students at Portland State University. I cannot overstate the value of having a natural area nearby that provides my students with a connection to nature and an opportunity to observe, measure and study the environment. Increasing connectivity for wildlife within these natural areas will not only strengthen the neighborhood access to natural areas, but also will help Portland Metro area support more resilient natural services of pest management, clean air and water. The West Willamette Restoration Partners (WWRP) have been instrumental in restoring habitat and fostering environmental stewardship in SW Portland, an area that does not have a watershed council or other unified advocacy group.

I have been bringing my students from Portland State University (PSU) to Marquam Nature Park for at least 5 years and we are always welcomed with an informative introduction to the park and have received excellent guidance for my students across a range of disciplines. I bring between 30-120 students to the park each term, and although it is very close to Portland State University, this field trip is the first visit to Marquam Nature Park for 90% of my students. The active role the members of WWRP have taken in guiding and introducing students to our natural areas has been of great value to hundreds of students at PSU. The courses include Biological Concepts, Sustainability, Natural Science Inquiry, and Teaching Everyday Science. In the biology courses, students have the opportunity to identify organisms and measure diversity and study interactions between organisms and the environment. In the rest of my courses, many of these students are non-science majors who are often being asked for the first time to being able to identify organisms and interactions in a natural setting. Many of our visits are also associated with a service project, typically pulling invasive species. These hands-on experiences facilitated by members of the WWRP have been critical to the success of these courses, and provide students with connections, information and a depth of understanding that is best learned when we take students to a healthy habitat!

The support that WWRP has provided for our students goes beyond offering a personal introduction to the park; they are also instrumental in working with the whole class to identify plants, engage in service projects and even a community art installation. I have been working with Portland Parks and the Friends of Marquam Nature Park on a term-by-term basis and would like to strengthen our interaction by establishing a long-term data collection and stewardship effort. The Environmental Sciences department is hoping to develop an ongoing partnership that could provide students with more continuity and context for the data they collect for their projects, and would better inform further restoration and monitoring efforts. Marquam Nature Park is an ideal place for us to conduct this work because we are vested in the outcome, as it is the largest and most accessible natural area for Portland State University students.

If supported, this project will not only meet regional conservation goals, but also serve as an exceptional example of collaborative restoration.

Sincerely,

A handwritten signature in black ink that reads "Amy A. Larson Ph.D." The signature is written in a cursive style with a large initial 'A'.

Amy A. Larson, Ph.D.

Instructor in Environmental Science and Management Department  
Portland State University

# Memorandum

Re: Changes to Zoom Grant Version of WWRP "Connecting Portland's Urban Forest" Budget

From: Mary Bushman

To: Christa Gardner,

CC: Heather Kent, and Orianna Quackenbush, Andrea Gresh, Janelle St Pierre, Jalene Littlejohn

Date: November 30, 2015

The City of Portland Bureau of Environmental Services (BES) is the fiscal sponsor for the 2015-2018 NIN grant. Reporting for the grant will be managed by BES Staff. In developing the contract and working through the City processes for budget tracking, it was determined that some minor adjustments to the budget would better reflect the City's accounting methods. This document is a summary of those changes. These adjustments do not reflect any changes in the activities planned for this grant.

The changes do reflect a reorganization of the budget "buckets" to reflect how the COP will track the work done to accomplish the grant activities.

*There are no changes proposed in the project work plan.*

A Copy of the Zoom Grant Budget Report both before and after these changes is included in this memo. The items that were changed are highlighted in yellow.

The adjustments include:

1. "Professional Services - Contract Crew" / "Professional Services – Contract Crews, Specialized" and "Materials and Supplies – Native Plants"
  - The budget has been revised to reflect BES staff hours that were previously included under "Professional Services – Contract Crews, Specialized" and "Materials and Supplies – Native Plants", now reported under "Personal Services". This reflects the portion of that work that is provided by BES Watershed Revegetation Program to manage contract crews to remove invasive species, and replace them with native plant materials.
2. "Professional Services – YCC, ACS, AYCO"
  - The adjustment from match cash to match in-kind reflects the amount of funding that will be paid by Portland Parks & Recreation for YCC and ACS crews to complete services for this project.

*Once again, the overall budget amounts remain the same.*

- *The Total Program Budget remains \$257,082.00*
- *The total NIN Grant Fund remains \$98,5000.00*



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Metro  
Parks and Nature  
**2015 Nature in Neighborhoods Grant Management**  
12/30/2015 deadline

11/29/2015  
Version  
"old"

Bureau of Environmental Services  
**Connecting Portland's Urban Forest**

**\$ 98,500** Requested

Submitted: 10/15/2015 10:41:49 AM (Pacific)

**Project Contact**

Mary Bushman  
[mary\\_bushman@portlandoregon.gov](mailto:mary_bushman@portlandoregon.gov)  
Tel: 503-823-2073

**Additional Contacts**

[wrrpcoordinator@gmail.com](mailto:wrrpcoordinator@gmail.com)

**Bureau of Environmental Services**

1120 SW 5th  
Ste 1000  
Portland, OR 97204

Telephone 503-823-2073  
Fax  
Web [portlandoregon.gov](http://portlandoregon.gov)

**Mayor**

Charlie Hales  
[charlie.hales@portlandoregon.gov](mailto:charlie.hales@portlandoregon.gov)

**Contracting Basics**

**1. Fiscal Agent**

*If different than the lead organization.*  
City of Portland / BES

**2. Project Length**

- One year  
 Two years  
 Three years

**Budget**

Approved Grant Budget	Total Program Approved Budget	NIN Grant Funding Approved Budget	Match In-Kind	Match Cash
Personal Services BES	\$ 7,200.00	\$ 0.00	\$ 0.00	\$ 7,200.00
Volunteer Labor	\$ 36,082.00	\$ 0.00	\$ 36,082.00	\$ 0.00
Professional Services - WWRP Coordinator	\$ 21,600.00	\$ 10,800.00	\$ 10,800.00	\$ 0.00
Personal Services - PP&R Staff	\$ 32,400.00	\$ 0.00	\$ 0.00	\$ 32,400.00
Professional Services - CLT Staff	\$ 12,000.00	\$ 5,000.00	\$ 7,000.00	\$ 0.00
Professional Services - SW WRC Coordinator	\$ 2,400.00	\$ 0.00	\$ 2,400.00	\$ 0.00
Professional Services - YCC, ACS, AYCO Crews	\$ 19,600.00	\$ 2,000.00	\$ 0.00	\$ 17,600.00
Professional Services - Contract Crews, ivy, trees, weeds, planting	\$ 50,300.00	\$ 47,300.00	\$ 3,000.00	\$ 0.00
Professional Services - Specialized contract crews	\$ 7,000.00	\$ 3,000.00	\$ 0.00	\$ 4,000.00
Materials and Supplies - native plants	\$ 31,340.00	\$ 20,740.00	\$ 0.00	\$ 10,600.00
Transportation Costs - mileage	\$ 560.00	\$ 560.00	\$ 0.00	\$ 0.00
Other - signage	\$ 3,000.00	\$ 1,000.00		\$ 2,000.00
Other - outreach maintenance	\$ 25,500.00		\$ 8,000.00	\$ 17,500.00
	\$ 8,100.00	\$ 8,100.00		
<b>Total</b>	<b>\$ 257,082.00</b>	<b>\$ 98,500.00</b>	<b>\$ 67,282.00</b>	<b>\$ 91,300.00</b>

**Budget Narrative**

**BES Staff**

Staff time for BES Environmental Specialist's support of project administration and fiscal sponsorship (\$60/hr \* 40 hrs/yr \* 3 yrs)

**WWRP Coordinator**

WWRP project coordination, partnership development, outreach, monitoring, communications & reporting (\$40/hr \* 180 hrs/yr \* 3 yrs)

**Parks & Recreation Staff**

Average staff time for PP&R Ecologist and Volunteer Engagement staff (\$60/hr \* 180 hrs/yr \* 3 yrs) to support restoration activities

**Columbia Land Trust Staff**

Average staff time for CLT Stewardship Lead, Stewardship Coordinator, Stewardship Assistant and Volunteer Coordinator to provide site-level management of Focal Area 3 (\$40/hr \* 100 hrs)

**Community Volunteers for FMNP, FoT, and CLT stewardship**

Includes both volunteer leaders in planning and episodic volunteers (\$23.07/hr) in hands-on restoration activities. The Friends groups have regular monthly workdays and CLT has a site stewards.

**Southwest Watershed****Resource Center Coordinator**

Staff time for WRC Coordinator to support outreach, private property restoration projects and AYCO program (\$30 /hr \* 80 hrs/yr \* 1 yr).

**Youth Conservation Corps, Alternative Community Service, African Youth Community & Organization**

YCC crews are managed by PP&R. FoT works with the ACS crews. PP&R and SW WRC will partner to support AYCO with Community Watershed Stewardship Program grant funds. NIN funds will help to support continuing work for AYCO.

**Contract Crews**

Ground ivy: \$300/ac x 40 ac

(times 1.5 treatments)

Weedy trees: \$260/ac x 80 ac Canopy weeds: \$ 260/ac x 25 ac Planting: \$200/ac x 40 ac

Contracting and managing crews to treat weedy trees, canopy weeds, and ground ivy for site prep and planting on a large scale. Crews will primarily be contract crews on the Portland approved contractor list. Contractors must be supervised by a city employee (BES or PP&R) while working on public property. Selected contract crews represent a diverse workforce, and are certified OMWESB owned businesses.

**Specialized contract crews**

\$400/ ac or 200 hours

Specialized contractors will be needed for steep slopes that require rigging; for detailed invasive removal, and complicated tree removal.

**Native plants**

Average of \$0.85/plant

Funds for native plants - bare root and container stock plants sourced locally for enhancing upper and mid-level canopy vegetation.

**Mileage**

Reimbursement of mileage costs for travel for WWRP and CLT staff

**Signage**

(\$2000 in match from FMNP)

Funds for installation of 15 informational signs at highly visible sites. This includes both temporary signs and some longer-term signs.

**Adjacent private landowner outreach and restoration projects**

\$25,500 in secured match funds or in-kind from WMSWCD, FoT and SW WRC to support large-scale outreach to residents and complementary stewardship activities on private properties.

**Maintenance**

Follow-up weedy tree and ground ivy work with contract crews to address re-sprouts over large areas.

**Documents Upload****Documents Requested \***

Certificate of Insurance

Required?

**Attached Documents \***

W-9. Please upload here the Metro W-9 form, using the attached template.



[download template](#)

**Administrative Documents \***

[DRAFT Contract 10.16.15 \(exp. 10/19/2018\)](#)



[Contracting Feedback Letter Oct 2015 WWRP \(exp. 10/19/2018\)](#)



[Contracting Feedback Letter Oct 2015 BES \(exp. 10/19/2018\)](#)



[Recommendation Letter Aug 2015 WWRP \(exp. 10/19/2018\)](#)



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[Pre-application feedback letter June 2015 WWRP \(exp. 10/19/2018\)](#)

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\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 45091

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Metro  
Parks and Nature  
**2015 Nature in Neighborhoods Grant Management**  
12/30/2015 deadline

11/30/2015 Version  
"updated"

Bureau of Environmental Services  
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**\$ 98,500** Requested

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**Project Contact**

Mary Bushman  
[mary\\_bushman@portlandoregon.gov](mailto:mary_bushman@portlandoregon.gov)  
Tel: 503-823-2073

**Additional Contacts**

[wwrppcoordinator@gmail.com](mailto:wwrppcoordinator@gmail.com)

**Bureau of Environmental Services**

1120 SW 5th  
Ste 1000  
Portland, OR 97204

Telephone 503-823-2073  
Fax  
Web [portlandoregon.gov](http://portlandoregon.gov)

**Mayor**

Charlie Hales  
[charlie.hales@portlandoregon.gov](mailto:charlie.hales@portlandoregon.gov)

**Contracting Basics**

**1. Fiscal Agent**

*If different than the lead organization.*  
City of Portland / BES

**2. Project Length**

- One year  
 Two years  
 Three years

**Budget**

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Volunteer Labor	\$ 36,082.00	\$ 0.00	\$ 36,082.00	\$ 0.00
Professional Services - WWRP Coordinator	\$ 21,600.00	\$ 10,800.00	\$ 10,800.00	\$ 0.00
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Professional Services - YCC, ACS, AYCO Crews	\$ 19,600.00	\$ 2,000.00	\$ 11,600.00	\$ 6,000.00 *
Professional Services - Contract Crews, ivy, trees, weeds, planting	\$ 46,340.00	\$ 43,340.00	\$ 3,000.00	\$ 0.00
Professional Services - Specialized contract crews	\$ 6,600.00	\$ 2,600.00	\$ 0.00	\$ 4,000.00
Materials and Supplies - native plants	\$ 26,100.00	\$ 15,500.00	\$ 0.00	\$ 10,600.00
Transportation Costs - mileage	\$ 560.00	\$ 560.00	\$ 0.00	\$ 0.00
Other - signage	\$ 3,000.00	\$ 1,000.00		\$ 2,000.00
Other - outreach maintenance	\$ 25,500.00		\$ 8,000.00	\$ 17,500.00
	\$ 8,100.00	\$ 8,100.00		
<b>Total</b>	<b>\$ 257,082.00</b>	<b>\$ 98,500.00</b>	<b>\$ 78,882.00</b> *	<b>\$ 79,700.00</b>

\* reflects change in reporting from "cash match" to "in kind match"

**Budget Narrative**

**BES Staff**

Staff time for BES Environmental Specialist's support of project administration and fiscal sponsorship (\$60/hr \* 40 hrs/yr \* 3 yrs)

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**Specialized contract crews**

\$400/ ac or 200 hours

Specialized contractors will be needed for steep slopes that require rigging; for detailed invasive removal, and complicated tree removal. \* BES and PPR staff time to manage the contract crews is reported under "Personal Services".

**Native plants**

Average of \$0.85/plant

Funds for native plants - bare root and container stock plants sourced locally for enhancing upper and mid-level canopy vegetation. \* BES and PPR staff time to manage the planting is reported under "Personal Services".

**Mileage**

Reimbursement of mileage costs for travel for WWRP and CLT staff

**Signage**

(\$2000 in match from FMNP)

Funds for installation of 15 informational signs at highly visible sites. This includes both temporary signs and some longer-term signs.

**Adjacent private landowner outreach and restoration projects**

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**Maintenance**

Follow-up weedy tree and ground ivy work with contract crews to address re-sprouts over large areas.

**Documents Upload****Documents Requested \***

Certificate of Insurance

Required?

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W-9. Please upload here the Metro W-9 form, using the attached template.

[download template](#)

**Administrative Documents \***

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[Recommendation Letter Aug 2015 WWRP](#) (exp. 10/19/2018)



<input checked="" type="checkbox"/>	<a href="#">Recommendation Letter Aug 2015 BES (exp. 10/19/2018)</a>
<input checked="" type="checkbox"/>	<a href="#">Pre-application feedback letter June 2015 WWRP (exp. 10/19/2018)</a>
<input checked="" type="checkbox"/>	<a href="#">Pre-application feedback letter June 2015 BES (exp. 10/19/2018)</a>

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Application ID: 45091

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## Attachment C to Contract 933804

## REIMBURSEMENT REQUEST FORM



600 NE Grand Ave.

Portland, OR 97232-2736

(503) 797-1700

## 2015 NATURE IN NEIGHBORHOODS GRANT

Grantee Name: \_\_\_\_\_ Grantee Mailing Address: \_\_\_\_\_  
 Grantee's Fiscal Agent: \_\_\_\_\_  
 Contract Number: \_\_\_\_\_ Program Title: \_\_\_\_\_

In accordance with the terms of the Grant Agreement, I request funds as follows:

Payment Request Number \_\_\_ OR Final Request \_\_\_

## NOTES:

- Metro tracks grant expenses by the budget categories outlined in the grantee's application. Costs listed in the attached table should therefore reflect the program expenses estimated in the grantee's original proposal.
- Documentation must be attached for all program expenses – costs for which reimbursement is being requested, as well as all matching cash/in-kind materials & services/volunteer labor values of the program.
- All checks will be made payable to Grantee's Fiscal Agent. Grantee and Fiscal Agent are responsible for paying vendors directly.
- At Metro's discretion, final reimbursement may be withheld until the submission of the final outcomes report.
- If you have any questions about grant billing, contact Crista Gardner, 503-797-1627 or [Crista.Gardner@oregonmetro.gov](mailto:Crista.Gardner@oregonmetro.gov)

I declare that this statement, the attached table and the accompanying documentation are, to the best of my knowledge, true, correct and complete.

Grantee's Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please forward this request to Metro's Grant Coordinator for signature below.*

**TO BE COMPLETED BY METRO STAFF:**

I find this request to be consistent with the Grant Agreement and all funding conditions have been met.

I approve this Reimbursement Request for \$ \_\_\_\_\_.

Metro Grant Manager: \_\_\_\_\_ Date: \_\_\_\_\_

## 2015 NATURE IN NEIGHBORHOODS REIMBURSEMENT WORKSHEET

Grantee

Contract #

Budget Category	Documentation identifier	Reimbursement request	Match in-kind	Match cash
	<i>(e.g. receipt number, store, person)</i>	<i>Provide documentation</i>		
Personal services List salaries and administration costs				
Sub-total		\$0.00	\$0.00	\$0.00
Volunteer labor Calculate at \$22.55/hour				
Sub-total		\$0.00	\$0.00	\$0.00
Professional services List activity and amount				
Sub-total		\$0.00	\$0.00	\$0.00
Materials & supplies List items, quantities, prices				
Sub-total		\$0.00	\$0.00	\$0.00

Budget Category	Documentation identifier	Reimbursement request	Match in-kind	Match cash
	<i>(e.g. receipt number, store, person)</i>	<i>Provide documentation</i>		
Transportation costs Please itemize				
Sub-total		\$0.00	\$0.00	\$0.00
Indirect or overhead costs <sup>1</sup> E.g. utilities, rent, telephone, fiscal administration				
Sub-total		\$0.00	\$0.00	\$0.00
Other				
Sub-total		\$0.00	\$0.00	\$0.00
<b>Total</b>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

<sup>1</sup> Only for expenses directly related to program. Costs are reimbursable up to 10 percent of total award; match up to 10 percent of total program cost and documentation is required.

#### DOCUMENTATION

**Personal Services:** INCLUDE PAYROLL OR A SIGNED LETTER ITEMIZING STAFF, THEIR HOURS, ACTIVITIES AND HOURLY RATE.

**Professional Services:** INCLUDE SOURCE, RATES AND HOURS ON INVOICES.

**Materials and Supplies:** ITEMIZED RECEIPTS OR INVOICES, WHICH INCLUDE ITEMS, QUANTITIES AND PRICES.

**Transportation/Travel:** ITEMIZED LOGS AND/OR RECEIPTS.

**Overhead:** RECEIPTS AND/OR INVOICES FOR FISCAL ADMINISTRATION, UTILITIES, RENT OR TELEPHONE.