

Special Appropriations

FY 2016-17 Funding Application



Please fill out the information below in order to be considered for the **Expanding Opportunities for Youth** grant. The application form has been designed to be simple and easy to fill out. Responses should be detailed but brief.

If you would like a paper copy of the application form, or would like assistance with completing the form, please contact Eileen Roe, Eileen.Roe@portlandoregon.gov or 503-823-6819. Translation services are available.

Application Submission Deadline: **Monday, 5:00 p.m., August 15, 2016**

Submission Options:

- Email completed application to Eileen.Roe@portlandoregon.gov
- Mail completed application to City of Portland; Attn: Eileen Roe; 1120 SW 5th Avenue, Room 1250; Portland, OR 97204; **must be received by August 15, 2016 to be considered.**

Once your information is submitted, we will let you know by **September 21, 2016**, if you have been selected. Applications are reviewed and selected based on the criteria below. Selection of applications is at the discretion of the selection committee.

1. Applicant

Organization Name:

Organization Address:

Tax ID Number:

Contact Name:

Phone:

E-mail:

2. Background and Mission:

3. Have you received city funding before?

Yes ☐

No ☐

If you answered "yes" above, please provide a brief description of the outcome.

4. **Project Narrative**

Describe the scope of your project.

- What is the need for this project? (max. 200 words)

Click here to enter text.

- Who will it benefit? (max. 200 words)

Click here to enter text.

- Is this a project or service your organization currently provides? Yes ☐ No ☐
 - If you answered "yes" above, how would City-funding change the scope or scale of the project or service? (max. 200 words)

Click here to enter text.

- How will this project meet the goals outlined by Council in this project area?

1. Equity and inclusion
2. Resident satisfaction
3. Educated youth
4. Prosperous households
5. Growing business
6. Job growth
7. Transit and active transportation
8. Reduced carbon emissions
9. Complete neighborhoods
10. Healthier people
11. Safer city
12. Healthy watersheds

See the City's 12 core measures (on page 105) as described in the Portland Plan at <http://www.portlandonline.com/portlandplan/index.cfm?c=56527&> (max. 200 words)

Click here to enter text.

- How does your organization and this project align with the City's equity goals?
 - Positively impact communities of color and/or people with disabilities
 - Build capacity in historically underrepresented or underserved communities
 - Support organizations that have staff and boards that are representative of the communities they serve

(max. 400 words)

Click here to enter text.

5. **Scope of Work**

Please describe the following:

- What are the expected results for this project? This includes:
 - Output measures – what are the activities to be completed? (max. 200 words)

Click here to enter text.

What data will you collect to show progress? (For example, how many people do you plan to serve?) (max. 200 words)

Click here to enter text.

- Outcome measures – what is the expected impact of these activities? (max. 200 words)

Click here to enter text.

What data will you collect to show progress? (For example, what percent of participants reported a change in behavior before and after the activity?) (max. 200 words)

Click here to enter text.

- What are the major milestones that should be accomplished along the way? (max. 200 words)

Click here to enter text.

- What is the anticipated timeline for accomplishing these milestones? (max. 200 words)

Click here to enter text.

- What are potential challenges to this project, and how do you plan to mitigate those risks? (max. 200 words)

Click here to enter text.

- In addition to the City's reporting requirements, how will you communicate progress toward, and results of, this project to City Council and the public? (Will you post updates on your organization's website or social media accounts, reports at public meetings, etc.? Creative approaches are encouraged!) (max. 200 words)

Click here to enter text.

6. If I am selected to receive grant funds, I agree to:

1. Submit quarterly progress reports
2. Submit final progress report

Accepted by:

Signature

date

Click here to enter text.

Typed/printed name

7. PROJECT BUDGET

EXPENSES: please identify all expenses related to the project.

	\$
	\$
	\$
	\$
	\$
	\$
TOTAL EXPENSES	\$

8. **BUDGET NARRATIVE:** Please describe the anticipated costs and their role in carrying out the project.
(max. 200 words)

Click here to enter text.

If you have questions regarding this application, please contact Eileen Roe
(Eileen.Roe@portlandoregon.gov or 503-823-6819). Thank you for applying.