

11/24/14 Communications to Proposers Moving to Round 2:

SUBJECT: City Innovation Program – Round 2 Project Proposals DUE Tuesday, 12/9/14

Thank you for submitting an idea during the Call for Ideas round of the City's Innovation Program. I'm happy to inform you that your idea for a proposed major project (over \$10,000) has been selected to move on to Round 2 in the process.

**What we need from you by December 9:**

If you would like to have your proposed project considered by the Innovation Review Panel in Round 2, you must:

- Complete the attached City of Portland Innovation Project – Round 2 Project Proposal (please keep it to 3-pages total);
- **Return the completed form to me, [Liz Mitchell](#), by the end of the day on Tuesday, December 9, 2014.**

**Additional Information:**

The Innovation Review Panel met on Friday, November 21 to discuss the Call for Ideas proposals submitted and determine which proposals the panel wanted to hear more information about in the Round 2 panel session on December 17.

During the Round 1 session the panel had this specific question(s) regarding your proposal:

Prior to the Round 2 session, the Innovation Review Panel will review all of the submitted 3-page Round 2 Project Proposals. During the Round 2 session, the Innovation Review Panel will determine which major projects, categorized as over \$10,000, the panel recommends receive funding from the FY 2014-2015 Innovation Fund. More information about the December 17 session will be provided prior to the meeting.

If you need guidance regarding completing the Round 2 Project Proposals form, please contact me. I will also be setting up a couple of open sessions the week of December 1<sup>st</sup> for proposers to come by and ask questions in person. I will send more information on those sessions as soon as they are scheduled.

In the meantime, please visit <http://www.portlandoregon.gov/innovation> for more information on the Innovation Program.

Thank you!

Liz Mitchell

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