



CITY OF OREGON CITY ARTS COMMISSION AGENDA

**City Hall Chambers, 625 Center Street, Oregon City
Thursday, May 18, 2023 at 7:00 PM**

VIRTUAL MEETING NOTICE

This meeting will be held in-person at the location listed above and virtually via Zoom. Please contact agriffin@orcity.org for the Zoom link if you wish to participate virtually.

CALL TO ORDER

PUBLIC COMMENT

ADOPTION OF THE AGENDA

APPROVAL OF MINUTES

DISCUSSION ITEMS

1. Determine Arts Commission Grant Awards

COMMUNICATIONS

ADJOURNMENT

PUBLIC COMMENT GUIDELINES

Complete a Comment Card prior to the meeting and submit it to the City Recorder. When the Mayor/Chair calls your name, proceed to the speaker table, and state your name and city of residence into the microphone. Each speaker is given three (3) minutes to speak. To assist in tracking your speaking time, refer to the timer on the table.

As a general practice, the City Commission does not engage in discussion with those making comments.

Electronic presentations are permitted but shall be delivered to the City Recorder 48 hours in advance of the meeting.

ADA NOTICE

The location is ADA accessible. Hearing devices may be requested from the City Recorder prior to the meeting. Individuals requiring other assistance must make their request known 48 hours preceding the meeting by contacting the City Recorder's Office at 503-657-0891.

Agenda Posted at City Hall, Pioneer Community Center, Library, City Website.

Video Streaming & Broadcasts: The meeting is streamed live on the Oregon City's website at www.orcity.org and available on demand following the meeting. The meeting can be viewed on Willamette Falls Television channel 28 for Oregon City area residents as a rebroadcast. Please contact WPMC at 503-650-0275 for a programming schedule.

Oregon City Arts Commission

Grant Application – Small and Large Grant Proposals

Thank you for your interest in supporting the arts in Oregon City. We welcome proposals from individuals and organizations that are based in Oregon City, for the public benefit of the Oregon City community, surrounding communities and project partners.

Grant funding is available at two levels:

The Arts Commission Small Grant - \$250 - \$2,499

The Arts Commission Large Grant - \$2,500 - \$10,000

This application may be used for both grant levels. Please indicate the requested amount of grant support in Question Four below.

- Applications are due on April 28, 2023 before 5 pm -

You may access a grant application at orccity.org/community/arts-commission-grant-program-2023. You may also pick up a paper application at City Hall.

If you would like assistance in applying for an Arts Commission Grant, please contact Ann Griffin at agriffin@orccity.org.

Si desea ayuda para solicitar una pequeña subvención de la Comisión de las Artes, comuníquese con Ann Griffin en agriffin@orccity.org.

Purpose: The Oregon City Arts Commission exists to make the arts an essential part of every citizen's life by assisting artists and arts organizations and to promote the arts. The Arts Commission recognizes that the arts reinforce the overall quality of life in Oregon City and that they directly contribute to the vitality of the local economy.

Arts Commission Vision: The Oregon City Arts Commission acknowledges the past, fosters the present and envisions a future where the arts are celebrated as a vital force that brings joy and builds community. We strive for a thriving, culturally enriched, sustainable arts ecosystem that creates connection to place, economic prosperity, and centers on diversity, equity and inclusion.

Eligibility: The individual or organization applying for this grant must be based in Oregon City. All projects and activities funded by an Arts Commission Grant must be open and accessible to

the public. Please read the Arts Commission Grant Guidelines for more information on project eligibility.

Deadline: Grant proposals should be received by 5:00 pm Friday, April 21. Applications are available online at orcify.org/community/arts-commission-grant-program-2023. A written copy of application is available at City Hall, 625 Center Street, during normal business hours.

Public Safety and Insurance: Please review the Public Safety and Insurance section of the Oregon City Arts Commission Grant Program Guidelines. Grant recipients are required to sign a liability waiver and release of indemnity statement. The statement will also indicate that the grant recipient has evaluated possible public safety concerns that may result from the execution of their art project and has taken the necessary steps to address them.

1) **NAME.** What is the name of the organization or individual applying for this grant?
Clackamas Repertory Theatre

1A) Please check if you are an individual or organization:

☐

Individual

☒

Organization

1B) What is the name of your project? Man of La Mancha

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place?

Osterman Theatre, Campus of Clackamas Community College

2) **CONTACT.** Please share your contact information with us.

Address 19600 Molalla Avenue

Phone 503-594-6047

Email cyndy@clackamasrep.org

3) **PROJECT.** Please describe the project that you would like to support with this grant.

Man of La Mancha, a musical that debuted in 1965 is not a musicalization of Don Quixote, but a show about a few hours in the life of Miquel de Cervantes using Quixote as a storytelling device. This award-winning musical has a full rich score and includes the well-known song To Dream the Impossible Dream. Based on a novel published in 1605 and set during the Spanish Inquisition, the story remains relevant today with themes of economic and gender inequality, unfair incarceration, and the need for tolerance, acceptance and positive protest.

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

2022- Costumer, director, set and lighting designer, choreographer, rehearsal accompanist, vocal director, and conductor hired

March 2023 - Auditions

April - Casting complete, actors hired

May - Musicians hired

May - Set and lighting design complete

June - Costume design complete

June 26 - 30 - Vocal rehearsals

July 3 - Staging rehearsals begin

July 30 - First technical rehearsal - lights, costumes, sound (with body mics)

August 3 - Half-price preview

Aug 4 - Show opens and runs four weeks with 16 performances

August 27 - Show closes

4) GRANT REQUEST.

Which grant size are you applying for (pick one):

☐ The Arts Commission Small Grant - \$250 - \$2,499

☒ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting?
\$10,000

5) How do you plan to promote the project?

Season brochures to 5,100 mailing list; bi-weekly newsletters to 4,200; social media, Facebook posts boosted, press releases to all local papers, previews appear in local papers both print and online editions, all area online calendars.

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision?

CRT has worked for nearly 20 years to be a positive presence in Oregon City. Pre-Covid, CRT served 10,000 patrons annually. Patrons are happy to have quality theatre close to home. CRT buys supplies locally, recommends local

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

Match Requirement for Large Grant Proposals – Large grant proposals need to document a 10% funding “match.” A match may be funds received from a different grant, funds that the applicant has already raised, or it may be an “in-kind” match. An “in-kind” match is a material or service that is donated to the project. For example, if you are painting a public mural and someone donates the paint and other supplies to the project, you may estimate the dollar value of these supplies and include that as a match.

A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer

time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

CRT has built a team of talented artists to create its productions. Artistic Director David Smith-English, formerly the head of the CCCC Theatre Dept. and has directed many shows both professionally and academically, will direct. Set and lighting designer Chris Whitten has designed over 400 shows and is the CCC tech director. CCC Music Dept Chair Lars Campbell will conduct. Actor Michael Sharon, who has been performing for years at regional theatres in the US, including four years at the Oregon Shakespeare Festival, will be featured as

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal?

CRT produces three big shows every summer - a comedy, a musical and a drama or new play - and also offers a series of interactive, one-hour plays to children ages 2-8 years of age. "Wing It" performs Saturday mornings and tickets are only \$5. The actors are in silly animal costumes and each performance is a unique story with a problem for the kids to solve. Children also have the opportunity each show to be on the stage singing and dancing with the actors. The revived reading series at Singer Hill Cafe is very popular with both readings sold out.

CRT board and staff have completed a series of DEI trainings with noted expert Daryl Dixon. CRT has also worked to diversify the board which now includes two African Americans and a South Pacific Islander. In 2019, CRT produced its first play by a Black playwright, "Queens Girl in the World," featuring a Black actress, Lauren Steele and directed by Damaris Webb, a prominent local Black director and activist. The second in the "Queens Girl" trilogy, "Queens Girl in Africa," was produced in April, 2022, with the same artists. The company is committed to producing more diverse plays and this season is pro-actively working on diverse casting. While always announcing that casting is open to all, no matter race, it has taken deliberate outreach efforts to attract diverse artists and these efforts will continue. Additionally, two of this seasons three directors are women.

The theatre receives no funding from the College, and in fact is charged 2.5% of its annual gross by the CCC Foundation under whose non-profit umbrella the theatre functions.

Clackamas Rep also hires CCC Theatre students to work backstage, in the light booth, to stage manage, run follow spots, run the show backstage, to help costume and run the box office. These professional credits often lead to jobs with other theatres in the area.

Oregon City Arts Commission Proposed Project Budget

Project Name: Man of La Mancha

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orc.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	
Arts Commission Grant	\$9,000
Ticket sales, est.	\$85,000
Individual Sponsor (Jim Osterman)	\$20,000
Individual Sponsor (Wendell White)	\$10,000
Individual Sponosor (Anon)	\$5,000
In-Kind Donations	Estimated Value
Clackamas Community College Theatare	\$10,000
Total Estimated Income	\$139,000

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add more lines as needed.

Item	Dollar Amount (estimate)
Actors (17) director, choreographer, stage manag	\$38,500 (Three Union)
Musicians, vocal and music directors, conductor	\$29,500 (All union)
Set, light, costume, props design and construction	\$19,000
Marketing	\$7,000
Light and sound booth operators, backstage crew	\$8,500
Box office and house managers	\$1,500
Supplies - set, costume, props, batteries, mic rent	\$16,500
Visa fees and ticketing service fees - est.	\$8,000
Scripts, scores, copying	\$500
Royalties est. is based on ticket sales	\$10,000
Total Estimated Expenses	\$139,000

Oregon City Arts Commission

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1) **NAME.** What is the name of the organization or individual applying for this grant?

[Ernest "Tory" Blackwell](#)

1A) Please check if you are an individual or organization:

☒ Individual

☐ Organization

1B) What is the name of your project? [Oregon City Juneteenth Celebration](#)

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place? [Oregon City Library](#)

2) **CONTACT.** Please share your contact information with us.

Address [18882 Highland Drive, Oregon City OR 97045](#)

Phone [312-560-9394](#)

Email toryblackwell@hotmail.com

3) **PROJECT.** Please describe the project that you would like to support with this grant.

[Grant funds will be used to support a BIPOC-led Juneteenth celebration. Working in collaboration with the Oregon City library for logistical support, venue, and materials, grant funds will help cover the costs for paid musical performances, food, and materials attendees can take home.](#)

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

Juneteenth is celebrated on June 19th, but we would like to hold our event over the weekend before Juneteenth. It will be a one-day event held June 17th. We have already begun planning based on a minimal budget but will expand the event if additional funding is provided.

4) GRANT REQUEST.

Which grant size are you applying for (pick one):

☒ The Arts Commission Small Grant - \$250 - \$2,499

☐ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting?

\$2400

5) How do you plan to promote the project?

The library will promote the event through their usual outlets. We will also promote the event at the Clackamas Community College Summer Connections event (June 9th) and via social media.

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision?

Juneteenth is a celebration centered on joy, unity, and community reconnections with a history connected to Black Americans. This history and purpose, along with our plan to infuse artistic works into our event strongly align with the Art Commission Vision.

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

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A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

Tory Blackwell - has planned or assisted with all prior Juneteenth celebrations in Oregon City and plans other public events at Clackamas Community College.

Heidi Blackwell - has planned or assisted with all prior Juneteenth celebrations in Oregon City and plans large and small cultural events.

Denyse McGriff - has planned or assisted with all prior Juneteenth celebrations in Oregon City and is well connected in the community to assist with event marketing.

Stacy Davenport - has assisted in planning all prior Juneteenth celebrations in Oregon City along with Clackamas County events and can assist with event marketing.

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal?

Because of the event date, which cannot be shifted much at all due to the date of the holiday, any acceleration of the grant review process would be greatly appreciated. This will give us time to procure materials and services and not experience challenges that can be created by having a short timeframe. If a decision is anticipated in June, we will instead use the funds to support a 2024 Juneteenth event that would take place either June 15th or June 22nd (Juneteenth falls on a Wednesday in 2024).

Oregon City Arts Commission Proposed Project Budget

Project Name: Oregon City Juneteenth Celebration

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orc.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	\$2400
<u>Oregon City Library</u>	\$500
In-Kind Match	Estimated Value
<u>Event planner hours (8 hours @\$50/hr)</u>	\$400
<u>Volunteer hours (estimate for planning and day of, \$15/hr)</u>	\$450
Total Estimated Income	\$3750

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add an additional sheet of paper as needed.

Item	Dollar Amount (estimate)
MC/DJ for performance	\$1000
Food	\$500
Musical performers and presenters (4 total)	\$1000
Books for attendees	\$450
Event planner (8hrs @ \$50/hr)	\$400
Volunteers (30 hrs @\$15/hr)	\$450
Total Estimated Expenses	\$3750

The value of your Total Estimated Income should be greater than the value of your Total Estimated Expenses. If this is not the case, please explain how you plan to make up the difference.

Oregon City Arts Commission Grant Application – Small and Large Grant Proposals

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The Arts Commission Small Grant - \$250 - \$2,499

The Arts Commission Large Grant - \$2,500 - \$10,000

This application may be used for both grant levels. Please indicate the requested amount of grant support in Question Four below.

- Applications are due on April 14, 2023 before 5 pm -

You may access a grant application at **FILL IN THE URL HERE**. You may also pick up a paper application at City Hall.

If you would like assistance in applying for an Arts Commission Small Grant, please contact Ann Griffin at agriffin@orccity.org.

Si desea ayuda para solicitar una pequeña subvención de la Comisión de las Artes, comuníquese con Ann Griffin en agriffin@orccity.org.

Purpose: The Oregon City Arts Commission exists to make the arts an essential part of every citizen's life by assisting artists and arts organizations and to promote the arts. The Arts Commission recognizes that the arts reinforce the overall quality of life in Oregon City and that they directly contribute to the vitality of the local economy

Vision: **Fill in Arts Commission Vision**

Eligibility: The individual or organization applying for this grant must be based in Oregon City. If the project being funded is an event, it must be open to the public.

Deadline: Grant proposals should be received by 5:00 pm Friday, April 14. Applications are available online at **FILL IN URL HERE**. A written copy of application is available at City Hall, 625 Center Street, during normal business hours.

1) **NAME.** What is the name of the organization or individual applying for this grant?

Becky Dawson of One Lane Road

1A) Please check if you are an individual or organization:

☒ Individual

☐ Organization

1B) What is the name of your project? Ceramic creature citywide scavenger hunt

2) **CONTACT.** Please share your contact information with us.

Address One Lane Road gallery & gift shop
13801 Forsythe Rd Oregon City,
OR
Phone 503 314 3966

Email becky@onelaneroad.com

3) **PROJECT.** Please describe the project that you would like to support with this grant.

I plan to make little ceramic creatures and hide them all over Oregon City. I would give clues on my Instagram @onelaneroad each week/day that I hide them, and hopefully encourage folks to get outside and discover more of our beautiful city. Also collect original artwork and have fun! To make this project possible I need to purchase my own kiln, kiln accessories, art materials for an ongoing project, and labor to install it.

3A) What is the timeline for your project? If this is an event, please tell us when it will occur.

I would like to start making and hiding creatures this summer and go into the fall. If all goes well I want to make this an annual ongoing scavenger hunt! Currently a ceramics studio in Boring, OR fires ceramics pieces for me when I make them. So I'd like to do a trial run with this project before June 30th using their kiln. If I receive this grant I will be able to buy my own kiln which will speed up the process significantly so I can keep making more creatures to hide as an ongoing project and not just one time.

4) **GRANT REQUEST.**

Which grant size are you applying for (pick one):

☐ The Arts Commission Small Grant - \$250 - \$2,499

☒ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting (between \$250 and \$2,499)?

\$7,000

5) How do you plan to promote the project?

I plan to promote on my social media pages which have a total of 15,000 followers between the 3 (FB, IG and TikTok). I'll also share via my email newsletter which has around 1500 subscribers, and also in-store at my gallery & gift shop in Oregon City.

6) Please review the Oregon City Arts Commission vision above. How does the proposed project advance this vision?

I would like to contribute to the overall quality of life here in Oregon City, by offering my creativity and time to make fun ceramic creatures for locals and visitors alike. I think it could be a really fun community project, and I can see people sharing it on social media using my #occreatures hashtag . It would add more of a playful spirit and awareness of local art in our city.

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

For a new kiln, accessories, clay and materials, labor to install. My budget is \$7,000. My source of income to deliver this as an ongoing project would be the Arts Commission Grant.

Large Grant Proposals – Large grant proposals need to document a 10% match.

Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

The team will consist of just me, Becky Dawson. I'm a local artist with my own gallery & gift shop. I've been working as a full time artist for 12 years, selling my original art and product line called, One Lane Road. Available at 100's of retailers worldwide. I have lots of experience not only making art and sharing my creativity with my local community online and at my gallery, but I also have lots of experience marketing projects and events.

9) What else would you like the OC Arts Commission to know when reviewing your grant proposal?

I think a city wide scavenger hunt in the summer/fall for a small handmade piece of art, would stir up excitement and be a fun family friendly activity. I imagine making batches of brightly colored creatures such as ceramic slugs and more. Something recognizable and memorable. Something that represents Oregon. Something that will withstand the elements outside. Something that I could easily tuck and hide in a flower pot, tree trunk, sidewalk, ledge. Leaving each piece with stamped instructions of how to share about it online. I've seen this done successfully in many towns, with other types of artwork. Engraved rocks, glass balls, etc. I would be beyond thrilled and honored to contribute this to Oregon City.

Oregon City Arts Commission Proposed Project Budget

Project Name: Ceramic creature citywide scavenger hunt

This will be updated to include a section for the match required as part of the large grant application.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. You may add more lines to the table below as needed. Please include an estimate of the in-kind donations that will support your project.

Source	Dollar Amount
Arts Commission Grant	7,000
In-Kind Donations	Estimated Value
Volunteers to help hide creatures once a week for 3 hours. at a rate of \$18/hr. For 3.5 months.	756
Total Estimated Income	0

In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine.

II. Expenses (Uses of Funds)

What expenses are required for you to successfully complete the project? (Add more lines as needed).

Item	Dollar Amount (estimate)
kiln with accessories and delivery fees	\$6000
Labor to install kiln	\$750
clay and glaze	\$250
Total Estimated Expenses	\$7000

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1) **NAME.** What is the name of the organization or individual applying for this grant?

Party Factory Events LLC

1A) Please check if you are an individual or organization:

☐ Individual

☒ Organization

1B) What is the name of your project? Party Factory Mural and Cow Sculpture

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place?

215 13th St.

2) **CONTACT.** Please share your contact information with us.

Address 215 13th St. Oregon City, OR 97045

Phone 503-770-0435

Email rebekah.z@party-factory.me

3) **PROJECT.** Please describe the project that you would like to support with this grant.

We would like to commission an artist to paint a mural on the side of our building as well as purchase a cow sculpture and have it hand painted and displayed outside the building. The plan is to have the mural be a pasture with cows grazing, honoring the history of Oregon City. This building is the old Larson's Creamery that opened in 1927 providing Oregon City and surrounding areas with natural sweet creamery butter.

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

The plan is to start the project within 30 days of receiving Grant funding. We expect the painting of the mural and cow to take about 2 months. Once complete, the artwork will be displayed for years to come.

4) GRANT REQUEST.

Which grant size are you applying for (pick one):

☐ The Arts Commission Small Grant - \$250 - \$2,499

☒ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting?

We are requesting \$10,000.

5) How do you plan to promote the project?

To promote the project we will be posting the progress and final product on social media. We will also be installing lighting as part of the project so that the mural and cow will be visible during the day or night. We are hoping this artwork will increase foot traffic in this area which will also increase the amount of people who will see it.

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision?

This project advances the Oregon City Arts Commissions Vision by supporting local artists, having one commissioned to paint the mural and cow. This artwork will be visible to pedestrians and motor vehicles who are driving by. This area is also a little rough around the edges and will greatly benefit from this mural by brightening up the area.

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

Match Requirement for Large Grant Proposals – Large grant proposals need to document a 10% funding “match.” A match may be funds received from a different grant, funds that the applicant has already raised, or it may be an “in-kind” match. An “in-kind” match is a material or service that is donated to the project. For example, if you are painting a public mural and someone donates the paint and other supplies to the project, you may estimate the dollar value of these supplies and include that as a match.

A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

8) TEAM. Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

Employees from Party Factory Events and the artist of Cathy Rowe Arts will be involved in implementing this project. Cathy has been an artist since 2007 and began working with Three Rivers Artist Guild in 2020 to improve and expand the Oregon City Public Art Mural Program. Party Factory has been doing various event production for numerous years and has experience with lighting and background design.

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal?

The area surrounding the old Larson's Creamery building suffers from blight and is unfriendly to pedestrian traffic. By freshening up the facade of the building and providing a visually appealing piece of art, it will help breath new life into the block.

Oregon City Arts Commission Proposed Project Budget

Project Name: Party Factory Mural and Cow Sculpture

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orcify.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	\$10,000
In-Kind Match from Party Factory	Estimated Value \$1,000
Total Estimated Income	\$11,000

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add an additional sheet of paper as needed.

Item	Dollar Amount (estimate)
Cathy Rowe's Estimate	\$4,700
(includes paint, supplies, artist fee, anti graffiti sealant)	
Fiberglass Cow - including shipping	\$3,200
Lighting	\$1,200
Electrician	\$1,200
Pressure Washing	\$300
Scissor Lift Rental	\$400
Total Estimated Expenses	\$11,000

The value of your Total Estimated Income should be greater than the value of your Total Estimated Expenses. If this is not the case, please explain how you plan to make up the difference.

Oregon City Arts Commission

Grant Application – Small and Large Grant Proposals

Thank you for your interest in supporting the arts in Oregon City. We welcome proposals from individuals and organizations that are based in Oregon City, for the public benefit of the Oregon City community, surrounding communities and project partners.

Grant funding is available at two levels:

The Arts Commission Small Grant - \$250 - \$2,499

The Arts Commission Large Grant - \$2,500 - \$10,000

This application may be used for both grant levels. Please indicate the requested amount of grant support in Question Four below.

- Applications are due on April 28, 2023 before 5 pm -

You may access a grant application at orccity.org/community/arts-commission-grant-program 2023. You may also pick up an application at City Hall.

If you would like assistance in applying for an Arts Commission Grant, please contact Ann Griffin at agriffin@orccity.org.

Si desea ayuda para solicitar una pequeña subvención de la Comisión de las Artes, comuníquese con Ann Griffin en agriffin@orccity.org.

Purpose: The Oregon City Arts Commission exists to make the arts an essential part of every citizen's life by assisting artists and arts organizations and to promote the arts. The Arts Commission recognizes that the arts reinforce the overall quality of life in Oregon City and that they directly contribute to the vitality of the local economy.

Arts Commission Vision: The Oregon City Arts Commission acknowledges the past, fosters the present and envisions a future where the arts are celebrated as a vital force that brings joy and builds community. We strive for a thriving, culturally enriched, sustainable arts ecosystem that creates connection to place, economic prosperity, and centers on diversity, equity and inclusion.

Eligibility: The individual or organization applying for this grant must be based in Oregon City. All projects and activities funded by an Arts Commission Grant must be open and accessible to the public. Please read the Arts Commission Grant Guidelines for more information on project eligibility.

Deadline: Grant proposals should be received by 5:00 pm Friday, April 28. Applications are available online at orc.org/community/arts-commission-grant-program-2023. Paper copies of the application are available at City Hall, 625 Center Street, during normal business hours.

Public Safety and Insurance: Please review the Public Safety and Insurance section of the Oregon City Arts Commission Grant Program Guidelines. Grant recipients are required to sign a liability waiver and release of indemnity statement. The statement will also indicate that the grant recipient has evaluated possible public safety concerns that may result from the execution of their art project and has taken the necessary steps to address them.

1) **NAME.** What is the name of the organization or individual applying for this grant? **Soulflags Art Community Center**

1A) Please check if you are an individual or organization:

☐ Individual

☒ Organization

1B) What is the name of your project? **Oregon City Cultural Events**

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place?

The project will take place in various locations throughout the City, including Oregon City School District buildings, City of Oregon City property, and Soulflags Community Center.

2) **CONTACT.** Please share your contact information with us.

Address **504 Main Street, Oregon City, OR 97045**

Phone **Heidi Blackwell, Event Coordinator (503) 956-7581 (cell)**

Email soulflagsartlit@gmail.com/blackwellheidi75@gmail.com

3) **PROJECT.** Please describe the project that you would like to support with this grant.

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

Our planning team would like to support at least five cultural events throughout the 2023-2024 school year: Lunar New Year, Arab Festival, Pysanky, Dia de Los Muertos, Diwali, etc. There are individuals and groups associated with each of these culturally specific celebrations that would be informing the planning team on appropriate food, music, and entertainment to create authentic experiences appropriate for all ages to learn and enjoy.

4) **GRANT REQUEST.**

Which grant size are you applying for (pick one):

☐ The Arts Commission Small Grant - \$250 - \$2,499

☒ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting?

\$10,000

5) How do you plan to promote the project?

The various communication channels of Oregon City Parks and Recreation, Oregon City School District, Oregon City Public Library, and Soulflags Community Center will all be utilized to promote the project.

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision?

The events will all be directed by groups and individuals connected to the cultural groups that are being celebrated. These various events will reflect holidays celebrated by individuals from various backgrounds who currently live, work and spend time in Oregon City. Along with enjoyable experiences, those in attendance will have a chance to learn about the similarities and differences that are shared by those in our community.

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

Match Requirement for Large Grant Proposals – Large grant proposals need to document a 10% funding “match.” A match may be funds received from a different grant, funds that the applicant has already raised, or it may be an “in-kind” match. An “in-kind” match is a material or service that is donated to the project. For example, if you are painting a public mural and someone donates the paint and other supplies to the project, you may estimate the dollar value of these supplies and include that as a match.

A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

Soulflags will provide volunteers for all cultural events. Estimate would be as follows

$(5 \text{ events}) \times (3 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$1,224$

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

Barratt Miller, Oregon City Public Library, Youth services programming

Melissa Sebastian, Oregon City Parks and Recreation Department, Special events planning

RJ Aubuert , Oregon City Parks and Recreation Department, Recreational activities scheduling

Candice Henkin, Oregon City School District Community Education, Culturally-specific event planning

Heather Warren, Soulflags Art Community Center, Art activities coordinator

Tima Carlson, Soulflags Art Community Center and member of Downtown Oregon City Association, Event Coordinator

Heidi Blackwell, Independent Event Coordinator, Served as part of planning team for Oregon City Juneteenth, Clackamas County Indigenous Peoples' Day and Clackamas Community College Summer Connections Celebration

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal?

Oregon City Arts Commission Proposed Project Budget

Project Name: **Oregon City Cultural Arts Events**

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orc.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	10,000

In-Kind Match	Estimated Value
SoulFlags Volunteer Hours	\$1,224
Oregon City School District Building Use and Supplies	\$1,000
Oregon City Parks and Recreation Space Use and Supplies	\$1,000
Oregon City Library Discount Book Purchases and Tabling at Events	\$1,000
Total Estimated Income	\$14,224

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add an additional sheet of paper as needed.

Item	Dollar Amount (estimate)
Food (Caterer/Food cart)	\$2500
Music/Dance (Performance/Lessons)	\$2500
Books/Storyteller (Book Giveaways/Stipend)	\$1000
Games and Crafts (Supplies/Gifts)	\$2000
Event Coordinator	\$1000
Equipment Rental (Tent, Audio/Visual)	\$1000
Total Estimated Expenses	\$10,000

The value of your Total Estimated Income should be greater than the value of your Total Estimated Expenses. If this is not the case, please explain how you plan to make up the difference.

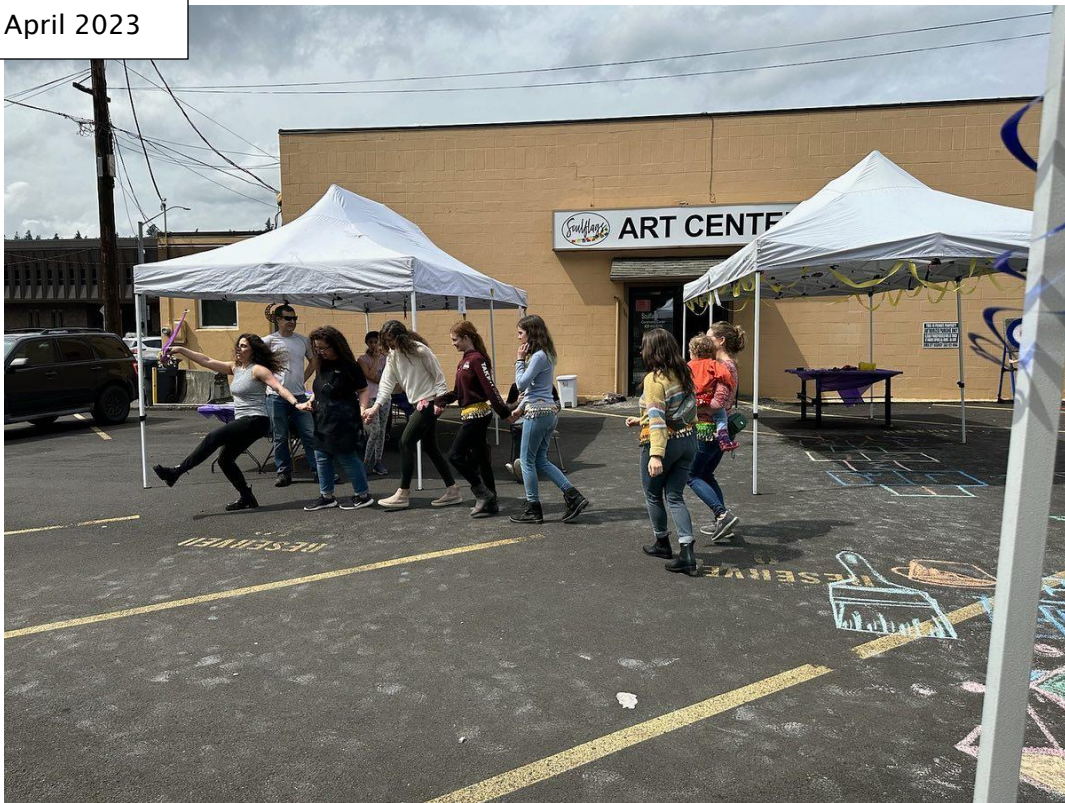
Attachments: Photo Log, Letters of Support















OREGON CITY

Item 1.

Parks & Recreation Department

625 Center Street | Oregon City OR 97045
Ph (503) 496-1546

April 13, 2023

Dear Oregon City Arts Commission,

The City of Oregon City Parks and Recreation Department would like to offer this letter of support for the **Oregon City Cultural Events** funding proposal submitted by Soulflags Art Lit Community Center to the Small and Large Grants Program. We understand that the following cultural events will be included in the workplan for this proposal:

- Lunar New Year
- Eid Festival
- Día de Los Muertos
- Diwali

We strongly value the work going into offering these cultural events in Oregon City by working with each of these culturally specific celebrations and working with individuals and groups associated with these cultures. Oregon City Parks and Recreation will be extending their support for this by working with the team on this group, and willing to host these events within our Parks and/or Facilities.

We have appreciated the involvement and work of this project team and look forward to continued engagement and collaboration to provide an increase of cultural events in our community.

Sincerely,

Kendall Reid

Parks & Recreation Director

City of Oregon City

Kendallreid@orc.org

503.496.1546



Over the last seven years as a Youth Services Librarian at Oregon City Public Library, I've observed an increasing interest for a wider array of cultural events in our community. Books for heritage months and holidays such as Eid, Diwali, and Lunar New Year fly off the shelves and many people have eagerly attended programs like sugar skull decorating and our Bollywood dance party.

Cultural events are an essential part of community life. The vibrant food, music, and artistic traditions associated with holidays and celebrations are a wonderful way to bring people of different backgrounds together and learn more about each other.

The OC Cultural Events project aligns with the library's mission to facilitate community connections, provide inclusive services, and create welcoming spaces to build community, as well as the City of Oregon City's ongoing diversity, equity, and inclusion initiatives.

In order support this project, the library will provide assistance in selecting and purchasing diverse books to share at each event during the 2023-24 school year. Our staff will also work with the grant coordinator to provide additional staffing at events and to promote the events in the community.

Thank you for this opportunity to support community building and learning events.

Barratt Miller, MSLIS

bmiller@orcity.org

Youth Services Librarian II
Oregon City Public Library
606 John Adams St.
Oregon City, Oregon 97045
503-657-8269 ext. 1023

April 27, 2023

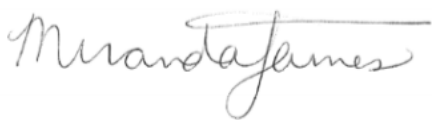
To Whom It May Concern:

I am writing to give my strongest support for the Oregon City Cultural Events project. I write as a person with over 10 years of experience in diversity, equity, and inclusion work, as well as a frequent Oregon City visitor (my best friends live and work in Oregon City). I've had the pleasure of working with several members in this project group and I'm excited by the depth and beauty the Cultural Events project will bring to Oregon City residents.

I strongly support and believe in the positive impact the Oregon City Cultural Events project will make on Oregon City residents. Cultural events prove to community members that they belong in a community. Oregon City is home to several different cultural groups. The best way to show those individuals that they belong in their community is by putting funding and support behind cultural events. Naturally, folks who don't identify with a culture still benefit from attending cultural events. Learning from people who are different from you helps create intercultural competence and a better sense of community overall. This grant would show the residents of Oregon City the vastness and beauty that makes up Oregon City. While Oregon City residents have access to cultural events hosted in Portland and other neighboring community, hosting cultural events in Oregon City sends a strong message that the community cares about its residents and all that they bring to this community; including their cultural backgrounds.

Should you have any further questions or concerns, please don't hesitate to reach out. You can reach me via email at mirandajames.mlj@gmail.com.

Take care,

A handwritten signature in cursive script that reads "Miranda James". The signature is written in a dark ink and is positioned above the printed name.

Miranda James, M.S.



April 27, 2023

My name is Marci Jory. I am the Event and Placemaking Manager for Downtown Oregon City Association.

Cultural events in Oregon City are important because they build a sense of place and community. They provide a vast array of opportunities to engage with people who share similar backgrounds and create opportunities for

In order to support the OC Cultural Events project, Downtown Oregon City Association will commit to help promote and market the cultural events produced by Soulflags including: Lunar New Year, Arab Festival, Dia de Los Muertos, Diwali, and more, during 2023-2024 school year.

Thank for this opportunity,

Sincerely,

Marci Jory
Events and Placemaking Manager
Downtown Oregon City Association
503-802-1638

2023 Board

President
Kelli Upkes

Vice President
Denyse McGriff

Treasurer
Ray Stobie

Secretary
Rachel Henney

Board Members
Roger Nickerson
Stacia Hernandez
Juliana Allen
Tima Carlson
Seth Henderson
Victoria Meinig

Executive Director
Liz Hannum

Oregon City Arts Commission Grant Application – Small and Large Grant Proposals

Thank you for your interest in supporting the arts in Oregon City. We welcome proposals from individuals and organizations that are based in Oregon City, for the public benefit of the Oregon City community, surrounding communities and project partners.

Grant funding is available at two levels:

The Arts Commission Small Grant - \$250 - \$2,499

The Arts Commission Large Grant - \$2,500 - \$10,000

This application may be used for both grant levels. Please indicate the requested amount of grant support in Question Four below.

- Applications are due on April 28, 2023 before 5 pm -

You may access a grant application at orccity.org/community/arts-commission-grant-program-2023. You may also pick up an application at City Hall.

If you would like assistance in applying for an Arts Commission Grant, please contact Ann Griffin at agriffin@orccity.org.

Si desea ayuda para solicitar una pequeña subvención de la Comisión de las Artes, comuníquese con Ann Griffin en agriffin@orccity.org.

Purpose: The Oregon City Arts Commission exists to make the arts an essential part of every citizen's life by assisting artists and arts organizations and to promote the arts. The Arts Commission recognizes that the arts reinforce the overall quality of life in Oregon City and that they directly contribute to the vitality of the local economy.

Arts Commission Vision: The Oregon City Arts Commission acknowledges the past, fosters the present and envisions a future where the arts are celebrated as a vital force that brings joy and builds community. We strive for a thriving, culturally enriched, sustainable arts ecosystem that creates connection to place, economic prosperity, and centers on diversity, equity and inclusion.

Eligibility: The individual or organization applying for this grant must be based in Oregon City. All projects and activities funded by an Arts Commission Grant must be open and accessible to

the public. Please read the Arts Commission Grant Guidelines for more information on project eligibility.

Deadline: Grant proposals should be received by 5:00 pm Friday, April 28. Applications are available online at orc.org/community/arts-commission-grant-program-2023. Paper copies of the application are available at City Hall, 625 Center Street, during normal business hours.

Public Safety and Insurance: Please review the Public Safety and Insurance section of the Oregon City Arts Commission Grant Program Guidelines. Grant recipients are required to sign a liability waiver and release of indemnity statement. The statement will also indicate that the grant recipient has evaluated possible public safety concerns that may result from the execution of their art project and has taken the necessary steps to address them.

1) **NAME.** What is the name of the organization or individual applying for this grant?

Cathy Rowe

1A) Please check if you are an individual or organization:

☒ Individual

☐ Organization

1B) What is the name of your project? Oregon City Coloring Book

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place?

This project will be researched and created in Oregon City, the printing may need to take place somewhere else, but I will attempt to find a high quality printer within Oregon City. The project will be available at various times and places in Oregon City. I do not foresee any portion of this project requiring insurance or any public safety concerns. _____

2) **CONTACT.** Please share your contact information with us.

Address 923 Hazelwood Dr., Oregon City, OR 97045

Phone (916) 300-9607

Email CathyRowe.art@gmail.com

3) **PROJECT.** Please describe the project that you would like to support with this grant. This project would be a printed coloring book of at least 20 pages, in which each page is associated with Oregon City in some way. Many of the illustrations would be local landmarks (such as the Arch Bridge and Elevator), scenes of local natural beauty, and possibly a few historical scenes (such as from our pioneering history, the time of indigenous peoples, and maybe even a prehistoric scene). I am proposing an initial run of 400 books printed in black and white with a color cover. If this run was well received a second larger run could be warranted. Half of the printed books would be distributed for free to non-profit arts education groups/organizations or local school arts programs. I would also like to have a small amount of copies printed for myself to sell and promote at art events. For the purpose of estimating this budget I propose a retail sale price of \$5 each.

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

I would begin researching and photographing potential sites and locations after July 1, 2023. I would begin illustrating and designing the coloring book pages August 1, 2023. I would love to have the books finalized and printed for the Christmas season, but a Spring 2024 release date seems much more realistic. This would allow for extra editing and formatting for publication as well as establishing contacts with the various organizations that would be making the book available either for free or for sale on consignment.

4) **GRANT REQUEST.**

Which grant size are you applying for (pick one):

☒ The Arts Commission Small Grant - \$250 - \$2,499

☐ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting?

\$2,490

5) How do you plan to promote the project?

I would promote this project myself through my social media and website. I would also like to partner with other arts education and local tourism organizations to promote the finished project through their locations, social media, and events. I would love to give away or donate a certain amount of the finished product or finished pages for community engagement and further promotion.

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision?

I would love to show the full diversity of those people and biological systems that have called this spot (now called Oregon City) home throughout time. Having a coloring book of these kinds of local landscapes and scenes, would allow people to create their own personal artistic connections with their community. In my plan, about half of the printed coloring books would be donated to arts education groups/organizations or local school arts programs. This would be very equitable since these groups serve a diverse population within Oregon City. The other half of the printed coloring books would be made available at various tourist destinations (The End of the Oregon Trail and the Municipal Elevator are some potential locations) for purchase and tourism promotion. For the sake of sustainability I would like to make the coloring book available as a PDF to any local non-profit arts group or arts education group that would prefer to print individual pages for groups or classes.

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

Match Requirement for Large Grant Proposals—Large grant proposals need to document a 10% funding “match.” A match may be funds received from a different grant, funds that the applicant has already raised, or it may be an “in-kind” match. An “in-kind” match is a material or service that is donated to the project. For example, if you are painting a public mural and someone donates the paint and other supplies to the project, you may estimate the dollar value of these supplies and include that as a match.

A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

My project team is basically just me. I have completed several illustrated books since 2017, including one coloring book. I would be working with a lot of local partners to sell and distribute the coloring book. Here is a link to a sample of my illustration work <https://www.cathyrowearts.com/illustrations>. Here is a link to the books that I have illustrated: <https://www.cathyrowearts.com/books>.

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal? I have completed several art projects in the past centered on Oregon City, but on a much different scale. I completed the Red Trolley Mural restoration in 2021. I worked with two other artists (and the public at large) to complete the Arch Bridge Centennial Celebration Mural in 2022. I loved the community engagement that came with both of these large scale murals, and would love the opportunity to create something on a smaller scale that could have the potential to connect an even larger local audience in a meaningful and joyful way.

Oregon City Arts Commission Proposed Project Budget

Project Name: Oregon City Coloring Book

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orc.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	2,490
sale of consigned copies @ \$5 each	1000 (shared between artist and consigner)
Artist direct sale of artist copies at art events	500
In-Kind Match	Estimated Value
Artist investment to purchase 50 artist copies	110
Total Estimated Income	4100

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add an additional sheet of paper as needed.

Item	Dollar Amount (estimate)
400 copies of printed coloring book @ \$2.15 each	860
Artist fee for 20 black and white illustrated pages	1500
50 additional artist copies for the artist to sell	110
Shipping and transportation/distribution	130
Total Estimated Expenses	2600

The value of your Total Estimated Income should be greater than the value of your Total Estimated Expenses. If this is not the case, please explain how you plan to make up the difference.

Oregon City Arts Commission

Grant Application – Small and Large Grant Proposals

Thank you for your interest in supporting the arts in Oregon City. We welcome proposals from individuals and organizations that are based in Oregon City, for the public benefit of the Oregon City community, surrounding communities and project partners.

Grant funding is available at two levels:

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Si desea ayuda para solicitar una pequeña subvención de la Comisión de las Artes, comuníquese con Ann Griffin en agriffin@orccity.org.

Purpose: The Oregon City Arts Commission exists to make the arts an essential part of every citizen's life by assisting artists and arts organizations and to promote the arts. The Arts Commission recognizes that the arts reinforce the overall quality of life in Oregon City and that they directly contribute to the vitality of the local economy.

Arts Commission Vision: The Oregon City Arts Commission acknowledges the past, fosters the present and envisions a future where the arts are celebrated as a vital force that brings joy and builds community. We strive for a thriving, culturally enriched, sustainable arts ecosystem that creates connection to place, economic prosperity, and centers on diversity, equity and inclusion.

Eligibility: The individual or organization applying for this grant must be based in Oregon City. All projects and activities funded by an Arts Commission Grant must be open and accessible to the public. Please read the Arts Commission Grant Guidelines for more information on project eligibility.

Deadline: Grant proposals should be received by 5:00 pm Friday, April 28. Applications are available online at orccity.org/community/arts-commission-grant-program-2023. Paper copies of the application are available at City Hall, 625 Center Street, during normal business hours.

Public Safety and Insurance: Please review the Public Safety and Insurance section of the Oregon City Arts Commission Grant Program Guidelines. Grant recipients are required to sign a liability waiver and release of indemnity statement. The statement will also indicate that the grant recipient has evaluated possible public safety concerns that may result from the execution of their art project and has taken the necessary steps to address them.

1) **NAME.** What is the name of the organization or individual applying for this grant?

Friends of Willamette Falls Media Center, DBA Willamette Falls Studios

1A) Please check if you are an individual or organization:

☐ Individual

☒ Organization

1B) What is the name of your project? **Grand Opening – Open House**

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place?

1101 Jackson St., Oregon City, OR

2) **CONTACT.** Please share your contact information with us.

Address **1101 Jackson St., Oregon City, OR**

Phone **503-650-0275**

Email **melody@wfmstudios.org**

3) **PROJECT.** Please describe the project that you would like to support with this grant.

Willamette Falls Studios is your local community cable channels and public access video production studio. Ever since our organization moved into the historic 'Art Barn' on the campus of the old High School in 2009, we have been remodeling the building, inside and out, as grant money became available. In those years we have created several unique studios where artists of all levels come to create their visions, including a podcast booth, green-screen studio, editing booths, and a kitchen studio. We are pleased to be completing our final project: a state-of-the-art music sound recording studio. We would use the grant money to throw a GRAND OPENING/OPEN HOUSE party for the community to celebrate this incredible resource and explore all the economic possibilities the Studio has to offer our local artists. We envision an interactive open house for community members to explore all of the opportunities this new creator's space offers, along with the rest of our facility. We will have live music, instruments to try, refreshments, and staff on hand to help visitors imagine future creative projects utilizing our wealth of possibilities.

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

Advertising and planning to start in late July 2023. The event will be Saturday, September 23rd, 2023

4) GRANT REQUEST.

Which grant size are you applying for (pick one):

☒ The Arts Commission Small Grant - \$250 - \$2,499

☐ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting? **\$2300**

5) How do you plan to promote the project? **Social media, newspaper ad, Oregon City Trail News and video promo on cable**

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision? **For more than 40 years, our Studios have provided the space, education, and tools to assist local artists and organizations elevate their presence in the community. Our mission is to inspire lifelong learning, advance knowledge, and define communications through digital media technology in order to strengthen our community. As the world of media and cable continues to evolve, we strive to keep our 'state-of-the-art' resource a viable and fun place for all artists. Our tagline is: "Where you learn, create and belong!"**

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

Match Requirement for Large Grant Proposals – Large grant proposals need to document a 10% funding "match." A match may be funds received from a different grant, funds that the applicant has already raised, or it may be an "in-kind" match. An "in-kind" match is a material or service that is donated to the project. For example, if you are painting a public mural and someone donates the paint and other supplies to the project, you may estimate the dollar value of these supplies and include that as a match.

A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal?

Through the years our organization has prided itself in the partnerships we have created throughout the city, county, and state. We work with a diverse population of programs that serve the underserved. Through training and internships, we have provided pathways for individuals to learn and build confidence to enter back into the workforce. In addition, we will be promoting the facility as a space for artists of all backgrounds to set up networking events.

Oregon City Arts Commission Proposed Project Budget

Project Name: **Grand Opening-Open House**

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orc.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	2400.00
In-Kind Match	Estimated Value
Volunteers to plan and staff event	800.00
Total Estimated Income	3200.00

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add an additional sheet of paper as needed.

Item	Dollar Amount (estimate)
Advertising, flyers and news ad	\$150
Food	\$500
Performers and featured artists	\$650
T-Shirts	\$750
Décor and handouts/swag	\$250
Total Estimated Expenses	\$2300

The value of your Total Estimated Income should be greater than the value of your Total Estimated Expenses. If this is not the case, please explain how you plan to make up the difference.

Oregon City Arts Commission

Grant Application – Small and Large Grant Proposals

Thank you for your interest in supporting the arts in Oregon City. We welcome proposals from individuals and organizations that are based in Oregon City, for the public benefit of the Oregon City community, surrounding communities and project partners.

Grant funding is available at two levels:

The Arts Commission Small Grant - \$250 - \$2,499

The Arts Commission Large Grant - \$2,500 - \$10,000

This application may be used for both grant levels. Please indicate the requested amount of grant support in Question Four below.

- Applications are due on April 28, 2023 before 5 pm -

You may access a grant application at orccity.org/community/arts-commission-grant-program-2023. You may also pick up an application at City Hall.

If you would like assistance in applying for an Arts Commission Grant, please contact Ann Griffin at agriffin@orccity.org.

Si desea ayuda para solicitar una pequeña subvención de la Comisión de las Artes, comuníquese con Ann Griffin en agriffin@orccity.org.

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Eligibility: The individual or organization applying for this grant must be based in Oregon City. All projects and activities funded by an Arts Commission Grant must be open and accessible to

the public. Please read the Arts Commission Grant Guidelines for more information on project eligibility.

Deadline: Grant proposals should be received by 5:00 pm Friday, April 28. Applications are available online at orc.org/community/arts-commission-grant-program-2023. Paper copies of the application are available at City Hall, 625 Center Street, during normal business hours.

Public Safety and Insurance: Please review the Public Safety and Insurance section of the Oregon City Arts Commission Grant Program Guidelines. Grant recipients are required to sign a liability waiver and release of indemnity statement. The statement will also indicate that the grant recipient has evaluated possible public safety concerns that may result from the execution of their art project and has taken the necessary steps to address them.

1) **NAME.** What is the name of the organization or individual applying for this grant?

Amanda Alwine and Max White

1A) Please check if you are an individual or organization:

☒ Individual

☐ Organization

1B) What is the name of your project? Oregon City Porch Fest

1C) The Arts Commission Arts Grant supports art projects in Oregon City. Where in Oregon City will this project be located/take place?

The McLoughlin neighborhood and Downtown Oregon City

2) **CONTACT.** Please share your contact information with us.

Address 1102 Jefferson St. Oregon City, OR 97045

Phone (503) 954-7122 or (541) 350-1231

Email amanda.alwine@gmail.com and maxwhite@kw.com

3) **PROJECT.** Please describe the project that you would like to support with this grant.

Oregon City Porch Fest is a music festival that promotes community engagement. Oregon City Porch Fest is modeled after a similar event in Milwaukie, OR. Please take a look at the website for their event. <https://milwaukieporchfest.com/>

The basic premise of the event is to connect local musicians and performers with porches and storefronts throughout the historic McLoughlin neighborhood and Downtown Oregon City.

The event will be advertised to the community, and residents will be able to travel around the neighborhood to enjoy the music and other entertainment. We plan to partner not only with local musicians, but also youth performers throughout Oregon City.

3A) What is the timeline for your project? Please include the beginning and end dates for your work. If you are applying to support an event(s), please tell us when the event(s) will occur.

Oregon City Porch Fest will take place during the evenings of August 11th and 12th, 2023.

4) GRANT REQUEST.

Which grant size are you applying for (pick one):

X The Arts Commission Small Grant - \$250 - \$2,499

___ The Arts Commission Large Grant - \$2,500 - \$10,000

4A) What dollar amount are you requesting?

\$2450.00

5) How do you plan to promote the project?

This project will be promoted through print advertising in local newspapers as well as posters, postcards, social media and website.

6) Please review the Oregon City Arts Commission Vision above. How does the proposed project advance this vision?

Oregon City Porch Fest brings local musicians and performers into the spotlight. It promotes awareness of the diversity of talent located right here in our community. It encourages residents to gather and enjoy live performances, interacting and engaging with each other and the McLoughlin and Downtown neighborhoods and their historic landmarks. Oregon City is full of creative adults and youth. This event brings the community out to support and experience the rich performance art culture thriving right here in Oregon City.

7) **BUDGET.** Please complete the Proposed Project Budget. You should include the Arts Commission Grant as a source of income.

Large Grant Applications – Please answer Questions 8 and 9. If you are submitting a Small Grant proposal, you do not need to answer these questions.

Match Requirement for Large Grant Proposals – Large grant proposals need to document a 10% funding “match.” A match may be funds received from a different grant, funds that the applicant has already raised, or it may be an “in-kind” match. An “in-kind” match is a material or service that is donated to the project. For example, if you are painting a public mural and someone donates the paint and other supplies to the project, you may estimate the dollar value of these supplies and include that as a match.

A project with a total project budget of \$5,000 would require a 10% “match,” or \$500. Please note that the value of Volunteer Time may also be counted toward a match. For example, if you need 4 volunteers to successfully run your activity, then their time may be counted toward the match. The standard hourly rate for volunteer labor is \$27.20 per hour. For skilled volunteer time, such as something provided by a carpenter, please use an hourly rate that is consistent with that profession.

Example: You estimate that 4 volunteers will be needed to distribute programs and collect tickets.

$(4 \text{ volunteers}) \times (3 \text{ hours}) \times \$27.20/\text{hour} = \$326.40$

8) **TEAM.** Please describe your project team. Who will be involved in implementing the project? What experience do they have with similar projects? What other relevant skills and experience does your project team have?

9) What else would you like the Oregon City Arts Commission to know when reviewing your grant proposal?

Oregon City Arts Commission Proposed Project Budget

Project Name: Oregon City Porch Fest

NOTE: If you are applying for an Arts Commission Large Grant (a grant of \$2,500 or more), please remember to include information about your project match. If you have questions, please contact Ann Griffin at agriffin@orc.org or 503-974-5517.

I. Income (Sources of Funds)

Please list your anticipated sources of support for your project. Your budget should include all funding sources, in addition to the Arts Commission Grant.

Please include an estimate of the in-kind donations that will support your project. In-kind donations include volunteer hours, donated space, donated materials and other goods and services that are given to the project at no cost. Volunteer hours may be estimated at \$18 per hour for general work, or at an hourly rate that is consistent with a given profession (skilled tradesman, etc.) Estimates are fine. You may add an additional sheet of paper as needed.

Source	Dollar Amount
Arts Commission Grant	\$2450
Community Sponsors	\$1500
Merchandise Sales	\$500
In-Kind Match	Estimated Value
Total Estimated Income	\$4450.00

II. Expenses (Uses of Funds)

What expenses are needed for you to successfully complete the project? You may add an additional sheet of paper as needed.

Item	Dollar Amount (estimate)
Yard Signs	\$700
Door Hangers	\$125
Posters/Postcards	\$125
Print advertising	\$75
Custom screen printing t-shirts/can coolers	\$2000
Logo Design	\$200
Web hosting	\$275
Social Media advertising	\$200
Total Estimated Expenses	\$3,750

The value of your Total Estimated Income should be greater than the value of your Total Estimated Expenses. If this is not the case, please explain how you plan to make up the difference.