



Nature in Neighborhoods community grants

Community Stewardship and Restoration Grants Pre-application Handbook

Due January 23, 2024
Submit via ZoomGrants

oregonmetro.gov/grants

Public service

*We are here to serve the public
with the highest level of
integrity.*

Excellence

*We aspire to achieve exceptional
results*

Teamwork

*We engage others in ways that foster
respect and trust.*

Respect

*We encourage and appreciate
diversity in people and ideas.*

Innovation

*We take pride in coming up with
innovative solutions.*

Sustainability

*We are leaders in demonstrating
resource use and protection.*

Metro's values and purpose

We inspire, engage, teach and invite people to preserve and enhance the quality of life and the environment for current and future generations.

If you picnic at Blue Lake or take your kids to the Oregon Zoo, enjoy symphonies at the Schnitz or auto shows at the convention center, put out your trash or drive your car – we’ve already crossed paths.

So, hello. We’re Metro – nice to meet you.

In a metropolitan area as big as Portland, we can do a lot of things better together. Join us to help the region prepare for a happy, healthy future.

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COMMUNITY STEWARDSHIP AND RESTORATION GRANTS

For nearly two decades, Metro has provided grants for conservation, stewardship, nature education and other programs and projects that connect people to nature and respond to community innovations. Metro’s investments in improving urban ecology, restoring habitat, addressing inequities in the conservation movement, and enhancing economic opportunities and connection back to land for communities of color continues, thanks to the voters’ renewal of Metro’s five-year parks and natural areas levy in 2016 and 2022.

Funding for the 2023 community stewardship and restoration grants funding cycle is set at \$750,000. The final slate of proposals recommended for funding will include a mix of small, medium, and large grants. Small grants have a maximum award of \$50,000, medium grants have a maximum award of \$75,000, and large grants have a maximum award of \$100,000. These grants are currently offered every other year; this is the first community stewardship and restoration grant opportunity of the 2022 levy renewal.

What’s the timeline?

November 14, 2023	Availability of grant funds announced
November, and December 2023	Community stewardship and restoration grants workshop (online) and one-on-one opportunities (online or in person)
Thursday December 14, 2023 10 to 11:30am	Morning Grant Workshop (online)
Thursday December 14, 2023 6 to 7:30pm	Evening Grant Workshop (online) A recording of one of the workshops will be posted online for later viewing
Tuesday January 23, 2024, by 4 p.m.	Community stewardship and restoration grants pre-applications due to Metro
Tuesday, February 20, 2024, 1 p.m. to 5 p.m.	Review Committee Meeting #1: Pre-Application Review
Wednesday February 21, 2024 by 5 p.m.	Successful pre-applications invited to submit full applications
Tuesday March 19, 2024 by 4 p.m.	Final applications due to Metro
Tuesday April 23, 2024 1 p.m. to 5 p.m.	Review Committee Meeting #2: Full Application Review
Wednesday April 24, 2024 by 5 p.m.	Grant awards recommendation announced to applicants
May 2024	Metro Council awards grants and funds become available

Who may apply?

Community groups, watershed councils, collectives, neighborhood associations, nonprofits, faith groups and service groups with nonprofit or other tax exempt status, or with a fiscal sponsor who has that status may apply. Metro is not eligible to apply for or receive grant funds.

The community stewardship and restoration grants are intended to support community-driven initiatives and programs. Partnerships are key to a competitive proposal because this is a requirement stated in the 2013 local option levy, and because partnerships can facilitate innovation, collaboration, solidarity, accountability and communal or collective approaches to climate justice and racial equity. These grants are intended to benefit people of all ages and abilities from all backgrounds. Organizations are encouraged to submit applications for projects benefitting, designed by, and led by Black and Indigenous communities, communities of color and other historically and continually marginalized groups. For example, a project designed by members from historically and continually marginalized communities would demonstrate that they are involved in decision-making, project planning, implementation, outreach activities and evaluation. Applicants may seek funding for “shovel ready” projects or for projects that are in earlier planning phases.

Examples of past grantees: Past grant recipients have planted native species at Ross Island, improved water quality and amphibian habitat in Willow Creek, and restored habitat at the Sandy River Delta for fish, migrating birds and turtles – all while engaging local residents in being stewards of their local natural areas.

MINIMUM QUALIFICATIONS

Partnerships

Nature in Neighborhood grants support community innovation and collaboration. Successful applications typically involve multiple partners actively engaged in leveraging their skills and financial or in-kind services in order to facilitate the program. Partnerships should center racial equity and lead to creative approaches that address multiple social, economic, and ecological needs and desires from the community. Therefore, this grant program requires each application to have at least three partners (including the lead applicant). Applicants may partner in multiple grant applications.

Project requirements

- Projects must address at least one of the program goals (see below). Priority will be given to applications that meet each of the grant program’s three goals.

Projects require at least three partners (including the lead applicant). Applicants may partner in multiple grant applications (doing so has no impact on a project’s competitiveness).

After being awarded the grant, projects must be completed within 36 months (3 years). Metro allows the use of fiscal agents for groups that don't have 501(c) (3) status or another tax exempt status.

Financial requirement

- Detailed financial information will be requested as part of the full application, including overhead costs. If you would like additional information about overhead costs before that stage, please contact Karissa Lowe, Community Grants Program Manager, at karissa.lowe@oregonmetro.gov, 360-261-4683.

Location

- Projects must occur on publicly-owned or permanently protected lands, such as land trust property, within the metropolitan-area urban growth boundary or [Metro's jurisdictional boundary](#), with a few exceptions.
 - Projects on private land must be able to show a clear public and environmental benefit.
- Projects may occur at Metro sites; however, Metro may not receive grant funding.
- All projects must benefit Metro region residents.
- Projects cannot take the place of required mitigation or penalty payments or result in direct profit or proprietary resources.
- All projects must have written landowner permission at the time of full application.

APPLICATION PROCESS

Application review and selection

Grant award recommendations are made by a peer-review committee comprised of individuals with backgrounds in community engagement and partnerships, environmental justice, racial equity, habitat restoration, natural area land management, conservation planning, grant management, finance, and volunteer coordination, as well as Metro region residents who are end users of the parks and programs served by this funding opportunity. This committee will review applications and make funding recommendations to the Metro Council.

Pre-applications and full applications will be evaluated based on the information submitted, responsiveness to the grant's purpose and goals, and the review committee's personal, professional, and collective judgment. It is up to the applicant to ensure the proposed project is sufficiently defined so the review committee can understand how well it meets the grant program purpose and evaluation criteria.

The application process has two stages including a pre-application phase and a full application phase. Potential applicants must submit a pre-application that describes how the program meets

the purpose of the grant program and is achievable. The review committee will identify a slate of applicants to invite to submit a full application.

The program manager will contact all applicants that submitted a pre-application the day following the review committee's pre-application review meeting and will notify them of the review committee's decision. Full applications will be accepted only from applicants who have been invited to apply.

Applicants may request feedback from the grant review committee about how well the pre-application meets the program purpose and goals, regardless of whether they are invited to submit a full application. Applicants that are invited to submit a full application are encouraged to incorporate the review committee's feedback into their full application. Information about other funding sources or suggestions for strengthening an application for a subsequent funding cycle may also be provided.

The Metro Council makes all grant awards.

PROGRAM PURPOSE AND GOALS

All applications must clearly meet the grant program's overall purpose. Priority will be given to applications that meet each of the grant program's three goals.

Purpose

Community stewardship and restoration grants support and create partnerships in local communities that improve water quality, fish and wildlife habitat and connect people with nature.

Goals

Goal 1: Improve water quality, fish and wildlife habitat

These grants will preserve and restore fish and wildlife habitat in local communities and support larger environmental justice and conservation initiatives such as the Oregon State Conservation Strategy, Regional Conservation Strategy, Watershed Action Plans or local community plans.

This grants program centers historically and continually marginalized communities like Black and Indigenous communities, communities of color, and other marginalized groups. Organizations are encouraged to submit applications that incorporate the priorities, cultural practices, and perspectives of BIPOC communities and other marginalized groups (ex: Indigenous Traditional Cultural Knowledge, services offered in languages other than English, food sovereignty, environmental justice work, increasing accessibility). For more information on how this program defines restoration, please review the land uses outlined in the [Regional Conservation Strategy: Community Stewardship in Developed Areas and Restoration in Natural Areas](#).

Community Stewardship in Developed Areas refers to community stewardship and restoration in developed areas (urban or suburban) in greater Portland. These grants are designed to invest in

communities by building capacity for and strengthening stewardship of local natural areas. They typically have the greatest community collaboration and provide the best opportunity for transformational partnership and engagement.

Restoration in Natural Areas refers to restoration in protected and/or larger intact natural areas in greater Portland. These grants will support execution and/or development of restoration projects that meet local, regional, state and/or federal conservation, water quality and habitat restoration goals. Based on the location and habitat types, these projects will include a range of community engagement/community building/community led/community inspired activities, which may or may not provide individual or hands-on restoration activities involving community members or volunteers.

Examples of project strategies and activities:

- Increase the health of the overall urban landscape for native species and people. Address environmental justice and our region’s history of displacement.
- Promote stewardship of wildlife on urban landscapes and reduce human-wildlife conflicts.
- Reduce hazards to wildlife and humans.
- Remove invasive species and enhance native vegetation.
- Support climate change adaptation and climate resiliency initiatives.
- Improve regional habitat connectivity. Increase urban tree canopy.
- Expand access to first foods and other culturally significant plants and wildlife.
- Expand access to parks and other outdoor natural areas.
- Restore ecological processes and functions in natural areas.
- Engage and support a variety of local approaches, and ways of knowing and being.
- Focus on multiple key habitats and species.

Examples of Nature in Neighborhood grants that improve water quality, fish and wildlife habitat

Johnson Creek Watershed Council

Leach Botanical Garden Community Restoration Project

\$56,619

Partners: Johnson Creek Watershed Council, Leach Botanical Garden, Wisdom of the Elders, The Blueprint Foundation, David Douglas High School

Johnson Creek runs through the City of Portland-owned Leach Botanical Garden in outer Southeast Portland, which includes a 3.5+ acre parcel that until recently was overrun with invasive plants. This area held great promise to enhance habitat in a wetland, riparian and upland areas, and in a reach where coho salmon have been documented.

Over 3.5+ acres of unmanaged land at Leach Botanical Garden will be restored & monitored over 5+ years. The location and focus on community involvement provide a long-term living laboratory for education and environmental workforce development that serves the needs of multiple diverse partners.

This collaborative effort by 5 partners uses restoration as an opportunity for hands-on STEM youth education, training in ITEK (indigenous traditional ecological knowledge) and workforce development.

Verde

Verde Rain Garden and Naturescape Project

\$100,000

Partners: Verde, Backyard Habitat (Portland Audubon & Columbia Land Trust), Portland Audubon, Columbia Slough Watershed Council, Reynolds Learning Academy: Multnomah Youth Cooperative Program, Hacienda CDC, Habitat for Humanity Portland, PGE Project Zero, Connecting Canopies, NAYA, Community Social Welfare Center, Taking Ownership PDX

Verde supports low-income people and people of color to plan, develop, install, and maintain rain gardens/naturescapes on their properties. In the last 6 years Verde has partnered with Backyard Habitat, CSWC, Reynolds MYC, Hacienda CDC, and NAYA to install 36 rain gardens in NE Portland. The project provides economic and environmental benefits to low-income and people-of-color communities.

The grant expands Verde's program capacity to install 36 rain gardens/naturescapes, extend the program's reach to include homeowners in East Portland, deliver bilingual training to Hacienda CDC & NAYA youth and work with them to design & install 6 rain gardens/naturescapes.

Youth receive workforce training and education opportunities that connect them to the environment and introduce them to green job skills. Homeowners install rain gardens & naturescapes, helping to protect the watershed while lowering their most expensive utility bills--water and sewer.

Goal 2: Community partnerships, collaboration and accountability

Create, support, and/or deepen partnerships in local communities by connecting people to nature and centering the needs of these communities; increase people’s awareness of the need for – and benefits of – protecting and stewarding natural areas; center racial equity and support communities (with priority given to BIPOC communities and communities most affected by white supremacy culture) in teaching and learning about, restoring, and experiencing the region’s natural areas.

Strategies for community engagement fall on a spectrum from deep, personal engagement to outreach via mass media, but should aim for transformational partnerships rather than transactional information sharing. A wide variety of activities and levels of engagement may meet this goal. One size does not fit all and the goals of the project and communities’ needs, aspirations, and skills should determine the approach and type of activities.

Examples of project strategies and activities:

- One-on-one personal connection (e.g. involve multiple community members in project design, implementation and/or outreach, community participation in hands-on restoration projects, organizing, workforce development, and mentoring).
- Outreach and/or marketing (e.g. social and mass media, group discussions, interpretive signs, mailings, project and/or site tours).
 - Collaborate with communities of color and other historically and continually marginalized groups to develop shared learning about environmental justice priorities and practices, and follow their direction to restore, experience and connect with nature.
 - Provide information, advertising, or other promotions so that residents can more easily learn where natural areas are located, how to access them, and what to do there.
- Increase the capacity of, and support for, organizations or businesses that are led by, organize with and/or employ people of color and/or other historically and continually marginalized communities in habitat restoration or local park and natural area land stewardship activities. Examples of capacity and support building activities include technical assistance, professional or leadership development, or stipends/compensation to participate in project design and/or implementation.
- Expand partnerships with local and/or regional community-based organizations to support increased stewardship of local natural areas, fish and wildlife habitat.
- Intentional involvement of the community in restoration and stewardship efforts, contributing to community members’ sense of connection back to natural areas, providing opportunities to learn from and educate local users, residents, and nearby school populations.
- Training on trauma informed care for natural and water resource professionals and community members who interact with people experiencing houselessness. Learning from houseless communities about their needs and desires to be in relationship with nature. Facilitating transformational, equity centered, trauma-informed approaches to address safety and provide resources for houseless communities to be in relationship nature.

Examples of Nature in Neighborhood grants that support community partnerships, collaboration and accountability

Asian Pacific American Network of Oregon (APANO)

East Portland Climate Greening + Health Community Advisory Board (CAB) \$100,000

Partners: APANO, Friends of Trees, Portland State University

APANO, with Friends of Trees and PSU, will engage residents of outer East Portland to oversee research on neighborhood greening, to build connection and community power amongst neighbors, and to do neighborhood restoration work.

The East Portland Climate + Greening project is a collaboration between APANO, Friends of Trees, and PSU, developed as a place-based approach to tackling extreme heat, inequity in tree canopy investment, and direct restoration work. The program involves the creation of a Community Advisory Board (CAB) of 12 residents of outer East Portland who will oversee a research study on neighborhood greening and go through curriculum that explores the connection between health and climate, and explores localized solutions. The CAB's work includes at least one tree planting in spring of 2022, and the opportunity to work with each other on any neighborhood project they choose, including restoration work. Participants receive a small stipend for their participation.

The importance of this project lies in its multi-pronged approach (through community engagement, research, and restoration) to solving for the impacts of climate change on an underinvested and diverse neighborhood in the Portland Metro region. This project builds the case for more investments in outer East Portland tree canopy, and meaningfully engages with 12 residents to support them in on-the-ground restoration work over the next two years.

Center for Intercultural Organizing, dba Unite Oregon

Food Sovereignty for Immigrants and Refugees in East Portland \$100,000

Partners: Portland Parks and Recreation, City Repair and Depave

A cohort of 20+ immigrants and refugees learn about building community gardens, pollinator habitats, & native planting in high urban density areas, and establish a community garden created by and for immigrant and refugee community members.

The community gardens will be created by/for immigrants and refugees and will include 2 ADA-accessible raised beds, will ensure retention of traditional food and stewardship values, promote knowledge of native plant and animal species and how to protect them, increase local water health and access to fresh and healthy produce. Community members will work with Portland Parks to incorporate specific plants and flowers that will attract pollinators, providing a crucial habitat for endangered pollinators (~500 square feet will be reserved for this purpose).

This community garden project is imperative to empower immigrant and refugee communities to further their engagement in environmental justice and restoration efforts and to spread their knowledge to future generations. Most importantly, we must engage our communities in projects like this because they are the most impacted by environmental injustice and improper land stewardship.

Goal 3: Economic and environmental equity

The community stewardship and restoration grants help address inequities in the conservation movement. The grants provide outdoor, environmental, and natural resources; economic opportunities; direct access to protected natural areas; and the positive impacts of clean land, air and water to Black communities, Indigenous communities, communities of color and other historically and continually marginalized groups in greater Portland. (You can read how Metro operationalizes racial equity, diversity and inclusion at oregonmetro.gov/regional-leadership/diversity-equity-and-inclusion or oregonmetro.gov/public-projects/parks-and-nature-investments/equity. Please consider those resources as information only. They are not intended as guidance for your application.)

Examples of project strategies and activities:

- Provide social and economic benefits to Black communities, Indigenous communities, communities of color and other historically and continually marginalized communities beyond the specific project scope or original design.
- Increase the number and improve the experience of visitors, staff and programs at natural areas representing diverse racial, ethnic and cultural groups and other historically and continually marginalized groups. Provide opportunities to communities of color and other historically and continually marginalized groups to learn about, guide, and have decision-making power in how agencies and communities manage and care for the land and create opportunities to care for trails, harvest seeds or plant native plants. Improve accessibility to and within natural areas for elders, people with disabilities and communities of color.
- Include workforce development goals for partner organizations or programs, including internships or career pathways programs. Shift power to create possibility for equity in career pathways, hiring, retention, and educational opportunities. Prepare program participants for their next opportunity and help them connect with it.
- Work with and shift power to Indigenous communities to protect, preserve and access culturally significant land; salmon, steelhead and lamprey habitats; and native plants.
- Include work with Black communities, Indigenous communities, and/or communities of color and other historically and continually marginalized communities on anti-displacement and housing security.
- Provide economic opportunities for Black communities, Indigenous communities, and/or communities of color and other marginalized communities in the construction of natural area improvements, restoration or community stewardship projects by working with COBID-certified firms and hiring and training a local workforce.¹

¹ COBID is the State of Oregon Certification Office of Business Inclusion and Diversity.

Examples of Nature in Neighborhood grants that support community partnerships, collaboration and accountability

Student Crew Leadership Training Program (SCLTP)

\$50,000

Partners: POIC+RAHS, Friends of Trees, Portland Parks & Recreation, Gresham Parks and Recreation, Outgrowing Hunger, Columbia Slough Watershed Council, Friends of Columbia Children's Arboretum, Blueprint Foundation, and Metro

Student Crew Leadership Training Program (SCLTP), POIC+RAHS and Friends of Trees (FOT) provide low-income youth and youth of color with the opportunity to restore local habitats and receive career-track natural resource mentorship and education.

Environmental education programs tailored to vulnerable youth, youth of color, and low-income youth are largely not available, and other programs offered locally or through universities can be cost-prohibitive. As a result, individuals from low-income communities and communities of color often lack the information necessary to navigate governmental systems and influence decisions that impact their natural environments.

For 10+ years, SCLTP has supported and offered guidance to low-income students and students of color to help them play an active role in their community's health by developing their academic, employment, and leadership skills focused on natural resource management and repair. Our students are passionate, curious, and deeply involved in their communities; they are excited to strengthen their communities through improved access to, and management of, local natural resources.

ELSO

Wayfinders and Tappin Roots Expansion

\$100,000

Partners: Blueprint Foundation, BEAM Village, Friends of Tryon Creek, Metro Parks and Nature Naturalist team, US Fish and Wildlife, Lower Columbia Estuary Partnership, Tualatin Riverkeepers, Greater Than, Wild Diversity, Friends of Tryon Creek

The core Wayfinders Program brings children and youth of color into the outdoors for adventurous recreation, environmental stewardship, and place-based STEM education. Serving children and youth in grades K – 8, Wayfinders builds a foundation of scientific thinking and research, promotes environmental literacy, and exposes students to career pathways in environmental STEM. Environmental justice, social justice, and cultural history are integrated throughout.

In 2020, ELSO launched Tappin Roots, which is a paid internship program providing work experience and pathways to careers in conservation and STEAM for Black and Brown high school and college age students. ELSO creates training and summer internships in collaboration with The Blueprint Foundation, BEAM Village and Friends of Tryon Creek to inspire the pursuit of STEAM careers and promote college and workforce readiness for Black and Brown teens and young adults. It engages up to 16 high school and college aged youth in this year-round program. Interns and Camp Guides receive 40 hours of in-person and online training along with paid summer internships at one of our culturally responsive partner sites.

CONTRACTING AND AGREEMENTS

Metro staff will work with successful applicants to enter into a contract with Metro, which outlines specific responsibilities and legal obligations of each party, including insurance requirements, reporting and acknowledgements. Unless otherwise amended, the Grant Contract Scope of Work is the Grantee's Nature in Neighborhoods community grants program full grant application, including the program or project narrative and budget. Once the contract is signed by all parties, funds become available. Funds spent prior to the contract terms are not eligible for reimbursement.

Payment of grant funds

If awarded a grant, the primary applicant (and their fiscal sponsor, if applicable) will enter into a contract with Metro. As part of the contract execution process, the applicant or fiscal sponsor will need to provide proof of general liability insurance and, if applicable to their project, auto and worker's compensation insurance.

Metro made changes to our fund disbursement process for this grant program after voters renewed the levy in 2022. Whereas this program used to be reimbursement based, grantees may now request 50% of grant funds upfront.

Grantees must provide Metro with a full report of how the initial 50% of the grant award was spent before requesting disbursement of additional funds. The Nature in Neighborhoods community grants program manager must review and approve the grantee's spending report before approving a request for additional funds.

Metro reserves the right to withhold the final 10% of a grant award until approval of the final report.

The new fund disbursement process is as follows:

- Fifty percent of funding is disbursed at the beginning of the grant, after the contract is finalized.
- Subsequent funding is disbursed annually, after project and financial reports are reviewed and approved by the program manager.
- Grantees may request additional fund disbursements during the year if needed, but must first report on use of previously disbursed funds.
- Before approving a request for additional funding the program manager will review the grantee's project and financial reports, then either conduct any necessary follow up or approve the request for additional funding.

If you would like more details or have questions about this please feel free to contact Karissa Lowe, Nature in Neighborhoods community grants program manager, at Karissa.Lowe@oregonmetro.gov

Grantee gatherings

Grantees and their teams may be invited to optional gatherings where current and past grantees share successes, lessons learned and opportunities to support and participate in each other's activities.

Evaluating your efforts

Grantees will describe the successes and challenges of their program to Metro staff every six months through the submission of a progress report and/or a site visit and the submission of one final report at the completion of the grant contract. Site visits to projects may be offered by the grantees or requested by the Program Manager, as appropriate.

INTERESTED IN REVIEWING GRANTS?

Members of the review committee will help to allocate up to \$750,000 in community stewardship and restoration grants to community organizations and groups seeking to support and create partnerships with local communities. It's important to have a broad diversity of experience and backgrounds represented. Past review committee members have had lived and professional experience in and knowledge of community engagement and partnerships, environmental justice, racial equity, habitat restoration, natural area land management, conservation planning, Tribal governments, grant management, finance and/or volunteer coordination. Past review committee members also include community members who are end users of the parks and programs supported by this funding opportunity. Grant applicants are eligible to serve on the review committee. Reviewers must disclose any conflicts of interest and will be excluded from review and discussion of any proposals where a conflict exists. To apply, submit an email according to the instructions on the [website](#), with the answers to these two questions:

1. Why are you interested in serving on the community stewardship and restoration grants review committee?
2. What lived and/or professional experience, knowledge and skills will you bring to the committee?

Metro staff will begin reviewing committee applications in November 2023.

CONTACTS

For more information, visit oregonmetro.gov/grants or contact:

Karissa Lowe, Community Grants Program Manager, karissa.lowe@oregonmetro.gov or leave a voicemail at 360-261-4683

GRANT APPLICATION INSTRUCTIONS

Application assistance

Applicants are encouraged to contact Metro staff to discuss the proposed program or project, partnerships and grant criteria. Staff is available to help you make your application as strong as possible. Optional information sessions and office hours to assist you with your grant proposal will be announced on the website and by email. Please email NaturalAreasGrants@oregonmetro.gov to be added to the email list and notified of upcoming information sessions and office hours.

Online application

Metro accepts pre-applications starting in October 2023 via the online system [ZoomGrants](https://www.zoomgrants.com) at [oregonmetro.gov/grants](https://www.zoomgrants.com/gprop.asp?donorid=2199) or directly at <https://www.zoomgrants.com/gprop.asp?donorid=2199>. Pre-applications are due by 4 p.m. January 23, 2024.

An email will be sent within 24 hours by Metro staff via ZoomGrants confirming your pre-application has been received. To ensure that you are receiving emails, please add to your “safe senders list” the email address Notices@zoomgrants.com. If you do not receive a confirmation, please let Karissa Lowe, the Community Grants Program Manager, know at 360-261-4683 or karissa.lowe@oregonmetro.gov.

Important notes for working in ZoomGrants

- Each answer has a character limit, which includes spaces. For example, 4,000 characters is approximately one page.
- Answers are saved automatically when you move to another text box.
- Please remove all text formatting before copying and pasting into ZoomGrants (e.g. bullets, hyphens).
- An applicant may add partners, a fiscal sponsor, or colleagues as collaborators on ZoomGrants so they can make edits to the application directly. Only the applicant may submit the application.

For additional detailed questions, use the Help button at the top of the ZoomGrants page, access their ZoomGrants University tutorials at [help.zoomgrants.com](https://zoomgrants.zendesk.com/hc/en-us/categories/202479098-Aplicants) <https://zoomgrants.zendesk.com/hc/en-us/categories/202479098-Aplicants> or contact the Help Desk at Questions@ZoomGrants.com.

You are also welcome to reach out the program manager Karissa Lowe at Karissa.Lowe@oregonmetro.gov and she will either directly assist you or help you connect with ZoomGrants help.

Review of your pre-application

The grant review committee will use the following evaluation questions to review pre-applications:

Project narrative and goals:

- How well does it describe the project and its importance?
 - For example, does it describe how the activity will be organized, best practices, and the importance for the organization and communities?
- How well does it address the grant program purpose and one or more of its associated goals? Priority will be given to applications that meet each of the grant program's three goals.
 - For example, does it demonstrate how the program aligns with one or more of the grant goals?
 - Does the organization's strategic mission, program, expected results and outcomes, and plans to evaluate program effectiveness align with one or more of the grant goals?

Partnerships:

- Are strong and active partnerships demonstrated?
 - For example, how are partnerships and collaborations formed, strengthened and/or extended through the program? Are there committed partners and future funding sustainability of the project? How and why have engagement strategies been developed and chosen?
 - Does it demonstrate how partnerships center racial equity and the voices of Black, Indigenous, and/or communities of color and other historically and continually marginalized communities.
 - Priority will be given to applications that feature active and ongoing partnerships.

Organizational preparedness:

- Does the proposal demonstrate leadership support, organizational capacity and landowner permission to implement the project?
 - For example, does it describe the skills, knowledge, experience and abilities that relevant staff and partners will bring to the project?
 - For example, does it demonstrate that the communities the proposal means to benefit are participating in the design and/or supporting in its implementation?

Racial equity, diversity and inclusion:

- Does it help shift power in the types of organizations and individuals prioritized in the region's regional nature conservation and environmental justice efforts, especially Black communities, Indigenous communities, and/or communities of color and other historically and continually marginalized communities?

- How is the need for this proposal being identified and by whom?
- Who is designing and delivering programming to communities?
- Is racial equity part of the applicants' vision, mission, or objectives?

Location and program reach:

- Does it help the full slate of awarded projects reach communities from around the region?

PRE-APPLICATION QUESTIONS

For your reference, please see below for the questions included in the online pre-application.

Program Name

Amount Requested \$

Up to \$50,000 for small grants, up to \$75,000 for medium grants, or up to \$100,000 for large grants

Estimated Match \$

Applicant Information	
First Name	Last Name
Email	Telephone

Organization Information	
Organization Name	
Address 1	Address 2
City	State/Province
Zip/Postal Code	County
Telephone	Fax
Website	EIN (XX-XXXXXXX)

CEO/Executive Director	
First Name	Last Name
Email	Telephone

Collaborators for this application

Collaborators can only edit application data (questions). They cannot submit, archive or delete this application.

Email Address

Editing Access

Status/Invite

Additional Contacts for this Application

Additional Contacts are CC'd on all emails sent to the application owner regarding this application. Enter ONLY email addresses separated by a comma. No names. No titles. No phone numbers.

Questions

3. Program summary (45 words, 255 characters)

Provide a brief summary that describes your program.

4. Fiscal agent

If different than the lead organization. If no fiscal agent, please write "not applicable".

5. Program partners

Committed partner organizations.

6. Potential partners

Potential partner organizations.

7. Program length

(Select only one)

- One year
- Two years
- Three years

8. Project narrative (up to one page, 4000 characters)

Explain why the project is important for your organization, participating community or communities, and prioritized species or habitat. Provide a narrative that describes the project.

9. Goals (up to one page, 4000 characters)

Describe how the project addresses the Nature in Neighborhood community stewardship and restoration grant's purpose and goals; fits your organization's strategic plan or mission; and

supports the Oregon Conservation Strategy, Regional Conservation Strategy, watershed action plan, watershed assessment or other local plans or initiatives.

10. Partnerships (up to one page, 4000 characters)

Show how partnerships and collaboration with other individuals, organizations and groups in your community will be formed, strengthened and extended through this project. Demonstrate how partnerships center racial equity and the voices and perspectives of Black communities, Indigenous communities, and/or communities of color and other historically and continually marginalized communities.

11. Organizational preparedness (up to one page, 4000 characters)

Explain why your organization and your partners have the experience and capacity to conduct the project (e.g. racial equity, centering of most impacted communities, planning, implementation, maintenance, reporting and outreach), including identification of key personnel, their roles in the project and their skills, knowledge, experience, and abilities.

12. Racial equity, diversity and inclusion (up to one page, 4000 characters)

Describe how your program involves and benefits Black, Indigenous and communities of color and/or other historically and continually marginalized communities. Describe the demographics of the people involved in identifying the need for, designing, and delivering this programming. How does your organization's vision or mission address racial equity, diversity and inclusion? (You can read how Metro operationalizes racial equity, diversity and inclusion, in the handbook's resources section. Please consider those resources as information only. They are not intended as guidance for your application.)

Maps and Demographics

Location and program reach

13. Metro districts

Please select the Metro districts that are impacted by your project. This includes both the district(s) where project work is conducted as well as the district(s) where your program participants live. Click here to see a map of Metro's districts:

<https://www.oregonmetro.gov/sites/default/files/2021/12/16/metro-council-districts-map-effective-20211214.pdf>

(Select up to six)

- District 1**, which includes Fairview, Gresham, Troutdale, Wood Village, portions of East Portland and the unincorporated communities of Damascus and Boring
- District 2**, which includes the cities of Gladstone, Johnson City, Lake Oswego, Milwaukie, Happy Valley, Oregon City, Rivergrove, West Linn, a portion of Southwest Portland and unincorporated parts of Clackamas County.

- District 3**, which includes portions of Washington and Clackamas counties and the cities of Beaverton, Durham, King City, Sherwood, Tigard, Tualatin and Wilsonville.
- District 4**, which includes northern and western Washington County
- District 5**, which includes Northwest and North Portland, portions of Southwest and Northeast Portland, plus the city of Maywood Park and part of Washington County
- District 6**, which includes Southeast Portland and portions of Northeast and Southwest Portland

Upload a location/vicinity map of up to two pages that shows where the project and/or participating communities are located within the region.

Mapping resources are available to assist you, such as Google Maps, [Regional Conservation Strategy viewer](#), [Oregon Explorer](#), [Landscape America Conservation Registry](#), and [MetroMap](#).

For demographic data, see [School districts](#) or the [Regional Equity Atlas](#). For maps, see mapping resources section of the handbook.

Demographic form (two pages)

Please download and fill out the Nature in Neighborhoods demographic form, which **will not be used for the review of your grant application**.

DEMOGRAPHIC INFORMATION

In order to serve the region’s communities as broadly as possible, Metro is conducting a survey to learn whom our grants currently serve and to help improve community access. The demographic information you provide will not be used for the review of your grant application.

1. How did you find out about the Nature in Neighborhoods community stewardship and restoration grants?

- | | |
|--|---|
| <input type="checkbox"/> Website | <input type="checkbox"/> Our Big backyard Newsletter |
| <input type="checkbox"/> Email | <input type="checkbox"/> Metro Employee |
| <input type="checkbox"/> Friend or colleague | <input type="checkbox"/> Workshop, meeting or other event |
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> Other (Please specify): |

2. Does your organization consider itself to be a **culturally specific community based organization?** *

Primary Applicant Yes No please specify: _____

3. Please indicate, to the best of your ability, whether your project partners consider themselves to be a culturally specific community based organization:

- | | | |
|--------------|------------------------------|---|
| Co-Applicant | <input type="checkbox"/> Yes | <input type="checkbox"/> No – please specify: _____ |
| Partner 1 | <input type="checkbox"/> Yes | <input type="checkbox"/> No – please specify: _____ |
| Partner 2 | <input type="checkbox"/> Yes | <input type="checkbox"/> No – please specify: _____ |

*** Definition: A culturally specific community based organization meets all of the following criteria:**

- The majority of members and/or clients are from a particular (or multiple) community (or communities) of color, such as: African, African American, American Indian and Alaska Native, Asian, Latino or Hispanic, Middle Eastern and North African, Pacific Islander and Slavic.
- The staff, board and leadership reflect the community that is served.
- The organizational or programmatic environment is culturally focused and identified as such by members.
- The organization or program has a track record of successful community engagement and involvement with the community being served.
- The community being served recognizes the organization or program as a culturally specific organization or program.

Adapted from: Philanthropy and Communities of Color in Oregon: from strategic investments to assessable impacts amidst growing racial and ethnic diversity. PSU (2010) and the Coalition of Communities of Color website (accessed in April 2021).

4. For the community stewardship and restoration project outlined in your Nature in Neighborhoods grant proposal, do you expect to engage a majority (more than 51%) non-white population?

Yes

No

5. If yes, which population(s)?

Asian

American Indian/Alaska Native

Latino /Hispanic

Native Hawaiian or Other Pacific Islander

African

Slavic

Black/African American

Other (Please specify):

Middle Eastern/North African

6. Please tell us what you based your answer(s) on (e.g. staff input, staff observation, census data, school demographic data, previous project).

7. To inform our evaluation outcomes reporting, Metro would like to learn what demographic information our grant applicants already collect. What demographic data does your organization collect about the population you serve?

___ *Race and ethnicity*

___ *Gender*

___ *English proficiency*

___ *Age*

___ *Primary language*

___ *Special needs*

___ *Geography/location*

___ *Other (Please specify):*

___ *Income*

8. Please tell us about how you collect and use demographic data in your program.

9. We understand that demographic data can be highly personal both for individuals and organizations. Please describe any concerns you would have about sharing your demographic data about participants in programming related to this grant application.

10. Do you have any comments about this survey?

GLOSSARY

COBID - COBID is the abbreviation for the State of Oregon's Certification Office for Business Inclusion and Diversity, created within the Oregon Business Development Department or such state agency, department or entity to which has been delegated the responsibility to certify minority-owned businesses (MBE), women-owned businesses (WBE), businesses that service-disabled veterans own (SDV) and emerging small businesses (ESB). MBE denotes firms that are 51 percent ownership by a racial minority; WBE denotes firms with 51 percent or higher woman ownership, SDV denotes firms that are 51 percent ownership by a service disabled veteran. ESB is characterized as an emerging small business with two tiers; Tier 1 requires firms to have 19 or fewer employees whose average annual gross receipts over the last three years are under \$1,699,953 for construction firms and under \$679,981 for non-construction-related firms. Tier 2 requires firms with 29 or fewer employees whose average annual gross receipts over the last three years are under \$3,399,907 for construction-related businesses and under \$1,133,302 for non-construction businesses. COBID is the Certification Office for Business Inclusion and Diversity, which is the sole certifying authority for the state of Oregon.

Developed areas include industrial, commercial, and residential properties, developed parks, schoolyards, golf courses, cemeteries, airports, and the streetscape. The intensity of development ranges from skyscrapers in urban areas, like downtown Portland, to suburban neighborhoods in surrounding communities. Developed lands are situated such that remnant natural areas are highly fragmented, the tree canopy is only a fraction of historical levels, and many of the region's historical streams, wetlands, and floodplains have been degraded, filled in, or covered over. Nonetheless,

these developed areas contain habitat value and biodiversity; a huge diversity of wild animals share even the most developed portions of our landscape. (*Regional Conservation Strategy*).

Natural areas are defined as protected or unprotected lands that are not developed and that are composed primarily of native habitat components. Most protected natural areas in the region are managed with the primary goal of conserving, enhancing, or restoring native species, the ecological processes that create and maintain habitat, and the ecosystem services that result, such as water quality protection. Examples of protected natural areas include wildlife refuges and wildlife areas, nature preserves, nature parks, and publicly owned parks that retain patches of habitat characteristic of the region. Unprotected privately owned lands may also be considered natural areas if they still maintain their conservation values. These lands may or may not be actively managed, but they are not considered natural lands if they are managed specifically for agricultural or forest production (such lands are considered working lands). (*Regional Conservation Strategy*).

Natural area maintenance (core stewardship) focusing primarily on vegetation management and weed suppression. Natural areas maintenance or core stewardship addresses basic stewardship to emphasize reducing future maintenance costs through early detection and rapid response to invasive weeds. Work primarily focuses on vegetation management and weed suppression, but may include fences, gates and other basic infrastructure. (*Metro Levy Framework*).

Restoration projects improve ecological function and create significant improvements in the quality and function of the highest priority sites and habitats. Emphasis is placed on hydrologic restoration focused on water quality and salmon, wetland restoration focused on water quality and wildlife habitat, and prairie and oak restoration addressing priority habitats and species. Projects typically include vegetation management such as treating noxious and invasive weeds and planting native trees and shrubs. They may also include activities such as replacing or removing failing culverts and modifying roads to prevent erosion from reaching streams and water sources. (*Metro Levy Framework*).

Sustainability means using, developing and protecting resources in a manner that enables people to meet current needs and provides that future generations can also meet future needs, from the joint perspective of environmental, economic and community objectives. (*Oregon Conservation Strategy*).

Stewardship is the responsible use (including conservation) of natural resources in a way that takes full and balanced account of the interests of society, future generations and other species, as well as of private needs, and accepts significant answerability to society (*Intertwine Conservation Education Task Force*).

RESOURCES

Below is a list of plans to assist in project development.

[Metro's Strategic Plan to Advance Racial Equity, Diversity and Inclusion](#) was adopted by the Metro Council in June of 2016 and sets forth goal areas and strategies for the entire agency. The executive summary and the full plan are available online. oregonmetro.gov/strategic-plan-advance-racial-equity-diversity-and-inclusion

Metro’s Parks and Nature Department Racial Equity, Diversity and Inclusion Action Plan was finalized in March 2019. The department plan builds upon the goals set out by the agency plan and operationalizes them for the work of the department. You can learn more about Parks and Nature’s equity work and read an executive summary of the action plan online. oregonmetro.gov/public-projects/parks-and-nature-investments/equity

Oregon Conservation Strategy: The Oregon Conservation Strategy is the first overarching state strategy for conserving fish and wildlife. The Conservation Strategy is an effort to use the best available science to create a broad vision and conceptual framework for long-term conservation of Oregon’s native fish and wildlife, as well as various invertebrates and native plants. As a guide to conserving the species and habitats that have defined the nature of Oregon, this strategy can help ensure that Oregon’s natural treasures are passed on to future generations. The Conservation Strategy emphasizes proactively conserving declining species and habitats to reduce the possibility of future federal or state listings. It is not a regulatory document, but instead presents issues and opportunities, and recommends voluntary actions that will improve the efficiency and effectiveness of conservation in Oregon. dfw.state.or.us/conservationstrategy/read_the_strategy.asp

Regional Conservation Strategy: The Intertwine Regional Conservation Strategy describes how we can protect our region's biodiversity for the long term. It defines the challenges facing local wildlife and ecosystems and offers a vision, framework, and tools for moving forward collaboratively to protect and restore our natural systems. This document organizes conservation strategies for the Portland metropolitan region by landscape types – natural area, working lands and developed areas – as well as strategies for biodiversity corridors and for species of special concern. theintertwine.org/projects/regional-conservation-strategy

Regional Biodiversity Guide: The Intertwine Biodiversity Guide for the Greater Portland-Vancouver Region, together with mapping and GIS modeling completed specifically for the RCS, provides important tools for conservation practitioners and decision makers: a narrative that describes the composition and patterns of biodiversity across the region, a land cover map at a scale suitable for analysis of urban and near-urban areas, and a data-driven GIS model of conservation priority areas. theintertwine.org/sites/default/files/Biodiversity%20Guide%20for%20the%20Greater%20Portland-Vancouver%20Region_0.pdf#overlay-context=regional-conservation-strategy-data

Watershed Action Plans: Many watershed councils have created Watershed Action Plans. Please research the individual Watershed Councils for more information.

Restoring Rare Native Habitats in the Willamette Valley: This landowner’s guide describes methods for restoring Oak Woodlands, Wetlands, Prairies, and Bottomland Hardwood and Riparian Forests. appliedeco.org/wp-content/uploads/restoring_rare_native_habitats_in_the_willamette_valley-1.pdf

Oregon Early Detection and Rapid Response targets: Early Detection and Rapid Response (EDRR) are primary activities of the Weed Control Program. Weeds are listed and targeted for early

detection and rapid response activities. The goal is to prevent introduction or find them through early detection efforts and implement control measures to prevent widespread occurrence in Oregon. oregon.gov/oda/programs/weeds/pages/aboutweeds.aspx

Willamette Basin Restoration Priorities [Watershed Summaries](#): The Watershed Restoration Summaries were developed by local watershed councils and other stakeholders to help identify priorities for restoring fish and wildlife habitat and water quality throughout the Willamette Basin. There are a number of comprehensive planning efforts in the Willamette Basin, including the Willamette Sub basin Plan, the Willamette River Basin Planning Atlas, and other regional habitat restoration prioritization frameworks. This document is not intended to replace these efforts. The intent is to work within the context of these basin-scale studies to produce a locally derived and accepted set of watershed restoration priorities.

nrimp.dfw.state.or.us/web%20stores/data%20libraries/files/Watershed%20Councils/Watershed%20Councils_686_2_Willamette_Watershed_Council_Summaries_Dec05.pdf

[ODFW's Data Clearinghouse](#): It provides a centralized accumulation and distribution service for Oregon's natural resource data. The Data Clearinghouse website houses reports, data files, databases, GIS maps and other natural resource information.

nrimp.dfw.state.or.us/DataClearinghouse/default.aspx?p=1

[The Intertwine](#): The Intertwine outlines efforts to broaden regional collaboration and system building, tools to more effectively reach new and diverse audiences and address gaps in program delivery, and establish a clearinghouse of opportunities, research and resources for conservation education providers and users. theintertwine.org

[The State of Diversity in Environmental Organizations: Mainstream NGOs, Foundations & Government Agencies](#): For this 2014 comprehensive report on diversity in the environmental movement, its authors surveyed 191 environmental non-profits, 74 government environmental agencies, and 28 leading environmental grant making foundations to investigate their gender and racial diversity composition, the majority of which state diversification as a "value." The study included confidential interviews of 21 environmental leaders from diverse backgrounds and experience. diversegreen.org/the-challenge/

[Diversifying the American Environmental Movement](#): As the nation continues to diversify, the environmental movement is left with one of the greatest challenges it will face this century. In order to become an influential and sustainable movement for generations to come, it needs to successfully address its diversity crisis. In this essay, the authors, Marcelo Bonta and Charles Jordan, analyze the problem, acknowledge past and current diversity efforts, provide a comprehensive and strategic approach to diversifying, and stress the importance of diversifying in the right way. They provide action-oriented solutions at the movement, organizational and individual levels.

grist.files.wordpress.com/2008/01/05-bonta-and-jordan.pdf

MAPPING RESOURCES

Below is list of mapping resources to assist in project development.

[Regional Conservation Strategy viewer](#): The viewer provides easy access to the data for those without GIS capacity to view and obtain some quick summary statistics about land cover, high value habitat, and protected areas. The full Regional Conservation Strategy documents, GIS data, and modeled outputs are available for download and are an incredibly rich information resource. regionalconservationstrategy.org/site/viewer

[Oregon Watershed Restoration Inventory](#) and **[Oregon Explorer](#)**: The Oregon Watershed Restoration Inventory (OWRI) tracks Oregonians' voluntary efforts to restore habitats for salmon and wildlife. With over 14,000 records of projects completed since 1995, OWRI is the single largest restoration information database in the Western United States. The Oregon Watershed Restoration Tool on Oregon Explorer was created to show the locations and information about OWRI projects. oe.oregonexplorer.info/RestorationTool and <https://www.oregon.gov/oweb/data-reporting/Pages/owri.aspx>

Landscape America [Conservation Registry](#): Landscape now hosts the Regional Environmental Information Network (REIN) conservation registry. The interactive map viewer to bring together maps, data, photos, and stories and provide tools and resources for strategic conservation planning and priority-setting. landscape.org

[Regional Equity Atlas](#): Using maps, policy analysis, community-based research and other tools, the Equity Atlas project assesses how well different populations across the four-county Portland-Vancouver metro region can access key resources necessary for meeting their basic needs and advancing their health and well-being. By illuminating the region's geography of opportunity, the Equity Atlas is a powerful tool for promoting greater regional equity. It can be used to inform a wide range of planning, policy and investment decisions, such as where to locate new housing, transit, parks, services, infrastructure and other amenities, and where to most effectively target public and private investments. oregonmetro.gov/equityAtlas

[MetroMap](#): This is Metro's web mapping service where you can view and print maps or data specific to your area of interest. MetroMap allows you to view map-based information about a location of your choice. View information on the urban growth boundary, parcel and tax assessment, zoning, political boundaries, planning, flood plain and special districts. The results can be displayed in text-only format or on a map. gis.oregonmetro.gov/metromap

[School districts](#): One source of local demographic data is the neighborhood schools. Each public school maintains data on the percentage of students eligible for the free and reduced lunch program and students participating in English as a Second Language programs. Demographic statistics on schools can be found in the National Center for Education Statistics, Common Core of Data (CCD): nces.ed.gov/ccd/index.asp