



East Portland Action Plan

2018 Grant Application Narrative Criteria Draft

Your response to the following ‘Narrative’ questions is to be single-spaced, 12-point font, 1-inch margins, and **cannot exceed 3 pages**. Any narrative response over the 3-page limit will not be reviewed. The “Cover Page” and “Project Budget” are separate from the Narrative and have no page limits.

The following five (5) items are reviewed on a Pass or Fail basis. This means that if you do not address the following five (5) items successfully, your project application will NOT be considered for funding.

A. Address and identify on the “Cover Page” at least one East Portland Action Plan strategy or item. The Action Plan can be seen at www.eastportlandactionplan.org or paper copies can be picked-up at the address above. Action Plan strategies have letters followed by one number (e.g. A.1) and Action items have letters followed by two numbers (e.g. A.1.1).

B. Where in East Portland will the project take place? All East Portland Action Plan funded activities are required to take place in East Portland (*see an area map on Page 14 of this application packet*).

C. Briefly describe your plan to promote the project, including acknowledgement of funders – East Portland Action Plan, City of Portland.

D. Did you provide an interim or end-of-project Evaluation if awarded a previous EPAP grant that has not completed a Project Evaluation?

E. Attached proof of IRS 501(c) 3 or State Business License.

The following items also serve as criteria (measurable reasons) that will be scored by the Grants Review Committee. Each item is followed by the maximum points available when scored.

<p>1. Community building project that leads to more community involvement - actively guiding participants in next steps for community involvement and leadership placement opportunities when this grant funded project is done? 20 points available <i>(Civic Engagement Subcommittee recommended)</i></p>
<p>2. Does the project address an “EPAP Strategic Priority” listed on Pages 12 – 13 of this application packet? If so which one(s) and how? 15 points available</p>
<p>3. Explain how the budget supports the project activities. Identify sources and use of matching and leveraged funds and donated hours and resources. Identify what partners or resources the project leverages (offers in addition to EPAP funding). Provide a “Signed Statement of Partnership” for each partner referenced (see the form on Page10 of this application packet). 15 points available</p>
<p>4. Describe the <u>impact</u> the project has on vulnerable populations (Examples include, but are not limited to: children; seniors/elders; people of color; people with disabilities; people with low-incomes; people whose first language is other than English; military service veterans). 15 points available</p>
<p>5. Identify the unduplicated number of people to be involved in the project, the amount of project time spent with them, and describe the way they will be engaged. 10 points available</p>
<p>6. Experience and plan for doing community involvement with underrepresented, cultural specific populations with language appropriate communication. 10 points available <i>(Civic Engagement Subcommittee recommended)</i></p>
<p>7. Emerging organization with 10 or fewer employees and/or \$250,000 or less operating budget. 5 points available <i>(Civic Engagement Subcommittee recommended)</i></p>
<p>8. How does the project move forward an issue or opportunity not being addressed in East Portland currently? 5 points available</p>
<p>9. Ability to link to the existing services in the community tailored to the needs of under supported race and ethnic culturally-specific communities with language appropriate communication. 5 points available. <i>(Civic Engagement Subcommittee recommended)</i></p>