



## Coversheet

**Project Name: Teen Nights in East PDX!**

**Group Name: East PDX Youth!**

Instructions: Type your responses into the grey boxes.

# YOUTH ACTION GRANT APPLICATION

Project Information - Required	Project Checklist		
<p> <b>Youth Contact Information</b> (Please List One Main Contact Person)  <b>Your name: Melissa Payne</b>  <b>Age: 19</b>  <b>Email Contact: Melissapayne17@gmail.com</b>  <b>Phone Number: (503) 756 - 1774</b>  <b>Address: 10580 SE Cherry Blossom Dr Apt 79</b>  <b>Portland, OR 97216</b> </p> <p> <b>Sponsoring Organization Information</b>  <b>Non-profit, School, Faith-Based Organization or Government Program</b>            (must be located within the Portland city limits)            Name of Organization: <b>East Portland Action Plan</b>            Federal Tax ID Number: 93-6002236            Adult Partner at Sponsoring Organization: Marie Manuel            Phone: (510) 825 - 4799            E-mail: marie.manuel@portlandoregon.gov            Address: 1017 NE 117<sup>th</sup> Ave            City: Portland State: OR Zip: 97220         </p> <p> <b>Please list the names and ages of ALL the youth</b> who are involved in planning your project and/or writing the grant: Bonnie Lieu (15), Ella Tan (15), Ethan Archer (14), Isabel Mora (17), Mary Lui (15), Megan Bier (17), Melissa Payne (19), Nancy Vasquez (17), Olga Bocage (16), Xiao Liu (15)  <b>How many youth</b> will you involve in the entire project (including the people in your group and others)? More than 200         </p>	<p> <b>Use this checklist as you complete tasks. Please make sure all of the boxes are checked before you turn in your grant application. Thanks!</b> </p> <p> <b>YOUR CHECKLIST</b>  <input checked="" type="checkbox"/> Have your coversheet attached <i>to the front page</i> with all of the needed information  <input checked="" type="checkbox"/> My application is <i>only five pages long</i> (includes coversheet, this page, the application questions, and the budget worksheet)  <input checked="" type="checkbox"/> The <i>Project Information</i> section (left side of this paper) is completely filled out  <input checked="" type="checkbox"/> All <i>8 Application Questions</i> are answered  <input checked="" type="checkbox"/> I have reviewed my <i>Budget Worksheet</i> and everything that I talked about in my project is included in the budget         </p> <p> <b>SPONSORING ORGANIZATION CHECKLIST</b>  <input checked="" type="checkbox"/> I have included a <i>letter of support</i> from my sponsoring organization         </p> <p> <b>TURN IT IN</b>            You can mail, hand deliver, or e-mail your completed application. To be eligible turn your application in by <b>Thursday, February 9th at 11:30 PM (Email)</b>. If you wish to hand deliver your application it needs to be in at 5:00 at our office.         </p> <table border="0"> <tr> <td data-bbox="1081 1230 1501 1448"> <p> <b>For Hardcopies</b>            Mail or hand deliver application to:            Youth Action Grants Program            Attention: Pam Phan            1900 SW 4th Ave, Suite 7100            Portland, OR 97201         </p> </td> <td data-bbox="1543 1230 1995 1448"> <p> <b>For E-mail - E-mail is preferred</b>            Please send your completed application and letter of support (as attachment in .pdf or .doc ONLY) to pam.phan@portlandoregon.gov         </p> </td> </tr> </table>	<p> <b>For Hardcopies</b>            Mail or hand deliver application to:            Youth Action Grants Program            Attention: Pam Phan            1900 SW 4th Ave, Suite 7100            Portland, OR 97201         </p>	<p> <b>For E-mail - E-mail is preferred</b>            Please send your completed application and letter of support (as attachment in .pdf or .doc ONLY) to pam.phan@portlandoregon.gov         </p>
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### APPLICATION QUESTIONS (please keep answers to **two** pages total)

- 1. Tell us about the organizers of your project.** How do you know each other (friends, school, neighborhood, youth group, organization)? We want to know about what makes your group unique and how that helps make your project a success.  
East PDX Youth! is the Youth Subcommittee of the East Portland Action Plan. We are a group of 12 diverse community members who want to make sure the East Portland youth voice is heard in our city. There are 10 students who attend David Douglas High School, 1 student who attends Portland Community College and 1 adult who works at the East Portland Community Center with Teen Force. We all have different cultural backgrounds, interests and ideals to make East Portland a better place for youth. Our youth come from Leadership, Youth Advisory Council and some in theater. Not only are we diverse with our extra-curricular activities, we are culturally diverse. We are a group that consists of African, Chinese, Filipino, Hispanic, and Native American youth. Despite our very busy schedules, we meet twice a month to organize. Our ideas include establishing a teen center, creating a mentor program and building a community garden.
- 2. What other youth, youth groups, or organizations do you plan to involve and why?**  
We are currently in the works of moving our Youth Subcommittee meetings from David Douglas High School to the East Portland Community Center. We are scheduled to table at Fir Ridge, Centennial and Parkrose high schools to outreach to other youth. We have printed hundreds of invitation sheets and have bought posters that we are going to hang around the high schools. We hope to recruit at least 15 more youth to join our group. We need more voice in our meetings, and we want to bring more ideas into the pot. Right now, we are only hearing from one high school. But we are ready to outreach to other schools to get more youth involved!
- 3. What is the goal of your project?** What are you hoping to accomplish?  
Our goal is to gather the youth of the city and let them have the opportunity to interact with each other in a fun environment. We want to host three teen nights at three different locations to show the need for a teen center in East Portland. Youth will be able to meet other young people that go to other schools and have a safe place to go after school. We hope to motivate the youth in enjoying the entertaining events besides school and to avoid the activities that occur in the streets. We would be giving them the opportunity where they could express themselves and have a diverse place where the youth could be heard by other teens and experience the changes that are being made. A place where friendship could be made and build a closer relationship with one another.
- 4. How will you make your project happen?** What are the specific action steps you will take to accomplish your project?  
We definitely need to plan. We want to include as many youth as possible to help us plan this event. Once we acquire the staff, we need to assign responsibilities to each of the youth. Duties would include: Finding locations, designing the posters, designing the t-shirts, calling local businesses for donations, finding an in-kind service for a photobooth, calling for donation raffle prizes, picking up food, picking up supplies, picking up decorations, finding sports equipment to use and outreach. We will have posters in David Douglas, Parkrose, Centennial, Fir Ridge, local shops and community centers. We will also have a Facebook page to invite everyone. We want EVERYONE in East Portland to know about these events. We are hoping for at least 75 youth to come to each of our events. At the beginning of the event, we will have an open field outside for sports. But not your traditional sports. We are planning funky and unique games that no one has heard of before! We will have an obstacle course as well. We will have different stations for different games so if we do get a lot of youth, there will be space for everyone. For the crowd that do not want to play our games, we will have a lounge inside of our location available for the Wii, with a bunch of fun party games, music and food. Once we are done playing our games, we want to have the best music/dance party that any youth in East Portland has ever been to. (And of

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course there will be rules and guidelines as to dance etiquette). We hope to hire local youth bands or local DJs to promote them as well. At the end of the dance, we will have a raffle. We are hoping to get items like gift cards, maybe a new bike and even some electronics.

5. **How does your project help make *Our Bill of Rights: Children + Youth* a reality?** Tell us specifically which article(s) of the Bill of Rights you are addressing with your project. How are you helping to make the Bill of Rights real for youth in our community?

Our project addresses Article VI: Recreation - Sections B, C and D. We are bringing culture to the youth who will attend our teen nights by providing music by local bands and DJs and by having an area to produce art. We are promoting exercise by having creative and unique sport activities and outside games at the beginning of the night. Lastly, this entire night is about fun. We want to bring youth together to have fun in a positive place where there will be no drugs, no alcohol and no negativity. We want to provide a safe place to have a good time and meet new youth in the community.

6. **How will this project make Portland a better place for youth?** Tell us how your project will make a difference in your life, the lives of other youth, and in your community.

This project will make Portland a better place for youth by giving awareness to City Council. City Council has heard of our ideas, but we need to prove to them that there is a need behind our want. We want a teen center in East Portland. We have the community center, but it's directed more towards senior citizens and young children. We have the Midland Library, which is a great place as well, but it's too quiet. If this project is successful, it would give us a reason to have another teen night, and another teen night. Once we can prove to City Council that we need our own space, we can make our dream a reality. If we can get this teen center established in East Portland, this will be the place where a teen can do it all: Homework help, computer access, mentorships, intramural sports and a safe and non-bully space after school. We don't want our youth causing trouble in the streets. We want to give them access to a space that allows them to be the best person they can be.

7. **How will you know if your project was a success?** Is there a way of showing how your project has changed Portland for the better? Tell us how you will prove that youth got something out of your project. Some ideas might include a survey, evaluation, video, audio, pictures, etc.

We will have a long butcher paper poster on the wall in the lounge section. This poster will be surrounded by pens and markers where anyone can write their experience of the night and how we can improve our next one. We will also have a photographer there who will take pictures of the events and to capture the fun times we had. We will also measure our success by seeing whether or not more people come to the next teen night.

8. **Where will the project happen? When will it happen?** Please note: Your project must take place in the City of Portland.

This project will happen in East Portland. We are looking for spaces near Parkrose, Hazelwood-Mill Park and Lents neighborhoods. If we cannot find a space to hold our event, the East Portland Community Center will be our location as a back-up. If we are approved for this grant, we will begin planning right away for a teen night to be held at the end of April. We want to have two more: one at the end of May and the last one at the end of June.

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## BUDGET WORKSHEET

Please "do the math" on this budget worksheet so that we know how much your project will cost and what you are asking to pay for with this grant. Also include any donations you hope to get. This could include donations of money, food or other materials. Make sure everything that you are proposing to do is accounted for in your budget. **Thank you!**

<b>What Will You Need</b>	<b>How Much Will it Cost</b>	<b>Other Places That Will Donate for This Item</b>	<b>Amount You Want from the Grant for This Item</b>
<i>Example: Balloons</i>	\$10	<i>Will get coupons for \$3 off</i>	\$7
Flyers	\$50	N/A	\$50
T-shirts	\$150	Can get youth discount (\$50 off)	\$100
DJ or Band	\$100	Hopefully will volunteer (\$100 off)	\$0
Food	\$300	Will try to get \$100 worth of donations	\$200
Raffle prizes	\$100	Will try to get at least \$50 donated	\$50
3 Rental Spaces	\$300	N/A	\$300
Photographer	\$200	Friend will do it for free (\$200 off)	\$0
Photobooth	\$700	Will try to get it for free (\$700 off)	\$0
<b>TOTALS ⇨</b>	<b>\$1900</b> Add this column and put the total here.	<b>\$1200</b> Add this column and put the total here.	<b>\$700</b> Add this column and put the total here.