

Request for Proposals for SW Corridor Community Grants Program

The City of Portland is seeking proposal(s) from community-based organization(s) working on affordable housing issues and with missions that include directly working with low-income households and communities of color. The funded activities support the Portland/Tigard SW Corridor Equitable Housing Strategy.

Project info: <https://www.portlandoregon.gov/bps/equitablehousing>

Questions: jena.hughes@portlandoregon.gov

Type of Award: Grant

Amount Award and Grant Period: A minimum of \$15,000 (3 grants total) or up to \$45,000 (1 grant) for one year of community engagement and organizing

Timeline:

- Applications Due: May 24, 2017
- Award decisions: June 1, 2017
- Funding will be available: June 2017

Funding Overview:

Granted activities should align with the following goals:

1. **Race and social equity considerations are integrated in all aspects of the project**, from grantees' interactions with project groups, vetting of research and recommendations, and through direct engagement with the broader public and policy makers.
2. **Community engagement with low-income households and communities of color**, to better understand and respond to their priorities and needs.
3. **Increased capacity of community-based organizations** working in a collaborative manner on a project that furthers issues of race and social equity.
4. **Increased City capacity** to implement equitable development and engage community based organizations in planning and policy-making.

Desired characteristics of applicants:

1. **Active or anticipated presence in the Southwest corridor project area** (Portland to Tigard).
2. **Community relationships and accountability** to low-income people, communities of color, and immigrants and refugees (ex. Practices for reporting back).
3. **Experience working with local governments** to incorporate considerations of race and social equity in planning, program development, and community engagement processes.
4. **Experience working with other community-based organizations** in a collaborative manner on a project that furthers issues of race and social equity.

Grantees Relationship to Overall Project

An Equity and Housing Advisory Group, composed of leaders from government, nonprofit, finance, philanthropy, and development sectors, will provide guidance as findings and recommendations are

developed and vetted for the Portland/Tigard SW Corridor Equitable Housing Strategy (EHS). Grantees will each have one position on the advisory group. Grantees will bring relevant information gathered from their work back to the advisory group to inform their deliberations on the EHS.

Eligible activities:

1. **Community based research and engagement** of low-income residents, people of color, and immigrants and refugees to inform the strategy development process. This may include conducting focus groups, workshops or door-to-door surveys with targeted constituents; researching housing tools and policies to meet community needs; supporting diversity of participation in the project's broader outreach efforts (ex. public open houses)' providing translation and interpretation services; engaging students and youth; tabling at community events; or conducting bus stop surveys.
2. **Community organizing** of residents for public policy advocacy and engagement, training and leadership development to enhance knowledge and skills to voice local perspectives and shape equitable growth, and other activities designed to build capacity of those communities not historically empowered to participate in planning for growth.

In-kind City resources available to grantees:

1. **City staffing and in-house services.** City staff will provide grantees with access to City resources such as data collection and analysis, research on policy and programs, and research on financing and real estate development. The City will provide administrative support for project meetings. The City can also provide community outreach and communication services, such as hosting public open houses, developing communication materials, and documenting grantees' outcomes.
2. **Technical assistance.** If interested, the City can create learning opportunities and other knowledge-sharing opportunities with practitioners of equitable development from other cities. The City and its institutional partners can provide workshops on why planning is relevant, key concepts and jargon, how to get involved, and key points of influence in processes. Technical assistance and general support can also be provided to grantees seeking to leverage their grant with other funding sources such as from philanthropy or other governments.

Emphasis on Collaboration: The proposal review process will be weighted to provide preference for proposals for the total amount available (\$45,000) from one lead organization in partnership with other eligible organizations. A letter of support from those organizations and a narrative describing the partnership are required.

Proposal

For purposes of this response submission, the responder shall submit **one (1) e-copy by email to jena.hughes@portlandoregon.gov**.

Proposal Evaluation Criteria:

1. The applicant has a track record working effectively with underrepresented communities, e.g. low income communities, communities of color, limited English communities.
2. The proposal seems to be a strong fit for the organization and is in line with the organization's larger mission.
3. The applicant has secured partnership agreements with other organizations.
4. The proposed use of funds will have an impact on the SW Corridor Equitable Housing Strategy.
5. The proposal is realistic and can be completed with the grant period (12 months).
6. There is a thoughtful work plan.
7. The proposed amount requested is in line with proposed scope of work.
8. The proposed project engages underrepresented communities in a culturally appropriate way.

Application:

1. Name and address of organization requesting the grant. List partners if applicable.
2. Name, title, phone number and email address of the contact person for this grant.
3. Mission and brief description of the organization requesting the grant (one paragraph).
4. Amount requested.
5. Summarize your proposed use of funds (2-3 sentences).
6. Please list 2-3 outcomes. How would you know you achieved these outcomes? (one paragraph). Quantify outcomes if possible (ex. # of people engaged, # of focus groups/survey responses, # of people communicated with via listserves/social media)
7. Describe your organization's capacity to achieve your proposed work. Which staff will be working on this project? List their roles and responsibilities as they related to the project.
8. Briefly describe your work plan for reaching your outcomes. (less than one page)
 - a. What are the specific steps to reach those outcomes?
 - b. When will the steps be completed?
 - c. What methods do you propose to use to engage with low-income people, communities of color, and immigrants and refugees? (one paragraph)
9. Describe which (if any) City in-kind resources you want to access and for what purpose.
10. Describe any efforts your organization will make to leverage a grant to secure additional funds and for what purpose. (one paragraph)
11. Attach any letters of support and partnership agreements.