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MAKING A GREAT PLACE

Metro

Nature in Neighborhoods regional trails grants full application handbook

Due February 2, 2016

Accepted by invitation only

December 2015

About Metro

Clean air and clean water do not stop at city limits or county lines. Neither does the need for jobs, a thriving economy, and sustainable transportation and living choices for people and businesses in the region. Voters have asked Metro to help with the challenges and opportunities that affect the 25 cities and three counties in the Portland metropolitan area.

A regional approach simply makes sense when it comes to providing services, operating venues and making decisions about how the region grows. Metro works with communities to support a resilient economy, keep nature close by and respond to a changing climate. Together we're making a great place, now and for generations to come.

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Public Information

All applications are subject to the Oregon Public Records Law.

Translation Services

Translation and interpretive services are available upon request at no cost to you. For more information, contact Crista Gardner at 503-797-1627 or crista.gardner@oregonmetro.gov.

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SECTION 1: REGIONAL TRAILS GRANTS

For nearly two decades, Metro has provided grants for habitat restoration, conservation education and other projects that connect people to nature close to home. Funding for Nature in Neighborhoods community grants has more than doubled thanks to voter approval of Metro's 5-year local option levy in 2013. The levy includes approximately $3.7 million in grants for conservation education ($1.6 million), restoration ($1.6 million), and Regional Trails ($500,000).

During the one grant cycle in 2015, funding for regional trails grants is set at $500,000. Regional trails grants may be small grants (maximum of $25,000) or larger grants (maximum of $100,000).

Who may apply?

Individuals, community groups, businesses, neighborhoods, nonprofits, schools and school groups, government agencies, faith groups and service groups with nonprofit or other tax-exempt status may apply. Metro is not eligible to apply for or receive grant funds.

Nature in Neighborhoods grants are intended to serve people of all ages and abilities from all backgrounds. Organizations are encouraged to submit applications for projects that engage underserved, low-income populations and/or communities of color in project planning, implementation, and outreach activities.

Metro grants support partnerships. Successful applications feature multiple partners actively engaged in leveraging financial or in-kind services in order to make the program a success. Partnerships can maximize inclusiveness and lead to creative approaches that address multiple social, economic and ecological needs of the community.

Minimum qualifications

Project

- Projects must address at least one of the program categories and all of the goals.
- Projects require at least three partners. Applicants may partner in multiple grant applications.
- After being awarded the grant, projects must be completed within 24 (up to $25,000) or 36 months (up to $100,000).
- Metro allows the use of fiscal agents for groups that don't have 501(c)(3) status.

Financial

- Projects require a 1:1 match. The match should come from other funds and/or in-kind contribution(s) of materials, services or volunteer assistance.
- First year funding match must be secured at the time of full application; funding match for additional years must be identified at the time of full application. Other Metro funding cannot be applied towards match. Federal funding may be used as match (e.g. RFFA, RTO, MTIP).

- Overhead costs are reimbursable up to 10 percent of the total grant award and as match up to 10 percent of the total project cost.

Location

- Project must be part of, adjacent to, intersecting, connecting to or associated with a Regional Trail, including regional water trails. To determine eligibility, see the Regional Trails Plan. (www.oregonmetro.gov/regional-trails-and-greenways-system)
- Projects must occur on publicly-owned or permanently protected lands within the metropolitan-area urban growth boundary or Metro's jurisdictional boundary, with a few exceptions.
- Projects may occur on Metro-owned property; however, Metro may not receive grant funding.
- All projects must benefit Metro-area residents.
- Projects on private land must be able to show a clear public and environmental benefit.
- 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

Metro staff recruits individuals with backgrounds in trails planning, design and construction, habitat restoration, conservation education, grant management, finance, volunteer coordination, project planning and community partnerships to review applications and make funding recommendations. The Metro Council makes all grant awards. Applications and pre-applications will be evaluated based on the information submitted, responsiveness to the grant program's purpose, categories and goals, the application evaluation criteria, and the review committee's professional and collective judgment.

Nature in Neighborhoods grant review follows a two-step process including a pre-application phase and an application phase. Potential applicants must submit a pre-application describing the proposed project and addresses the grant program's eligibility requirements, goals and evaluation criteria. Full applications will only be accepted from applicants who have been invited to apply. Following the review of pre-applications by the grant review committee, Metro will invite selected projects to submit a full application. The Metro Council will review and approve the final list of projects recommended for funding.

Grants purpose, categories and goals

All applications must clearly meet the grant program's purpose, categories and goals. See the glossary and resources section of this document for more information on the below referenced documents and terminology.

Purpose: Nature in Neighborhoods regional trails grants implement the Regional Trails Plan; support and create partnerships in local communities that improve water quality, fish and wildlife habitat; and improve the ability of all communities to learn about and connect with nature.

Categories and goals

The grant funding focuses on two general categories: *Increasing access to nature for Regional Trail users* and *increasing nature as part of our Regional Trails system.* The proposal must demonstrate how this project meets one of these two categories and the public engagement goal described below.

Category 1: Increasing access to nature for Regional Trail users

These grants support projects that increase or enhance access to nature for Regional Trail users by planning, building or improving Regional Trails that connect people to parks and/or natural areas. Examples of eligible projects include planning (including concept and/or master planning), design and engineering, feasibility studies, permits, trail construction (e.g. nature or soft trails), or acquisition of trail easements.

Proposals may also include projects that link community and local trails to the Regional Trails system; fill gaps in active transportation networks connecting Regional Trails to communities; and ensure that the regional active transportation network equitably serves all people. These grants will support projects that meet local, regional, state or federal transportation and/or recreation goals.

For reference, please find links in the resource section to the Regional Trails Plan and other transportation and recreation trails initiatives such as the Active Transportation Plan, Green Trails Guidelines, and Metropolitan Greenspaces Master Plan.

Examples of Nature in Neighborhoods grants increasing access to nature for Regional Trail users

Sandy River Access and Trail Design, $15,000 The City of Troutdale developed a concept plan identifying the best access to a portion of the lower Sandy River in downtown Troutdale along the Sandy River Greenway. The goal of the plan was to provide people access to enjoy the Sandy River for angling and other recreational activities while restoring and safeguarding riparian conditions along 1,700 linear feet of riverfront. An ADA-accessible platform was included in the design to address access for all users.

Access Recreation, $25,000 Access Recreation is developing an online, regional trail map that provides people of all abilities – through detailed descriptions, photos and videos – the information they need to know whether a trail will meet their abilities and expectations even before they arrive at the trailhead.

Beaver Creek Trail Improvements, $37,152 Beaver Creek Canyon's trail had significantly eroded over the years to little more than a narrow, slippery slope that posed increasing dangers to users. The City of Troutdale installed a galvanized metal stairway connecting the upper and mid sections of the trail allowing washed out stretches in between to be abandoned. This project gave trail users a safer, more durable means of experiencing the beauty of Beaver Creek Canyon.

Durham City Park Trail, $43,900 The City of Durham constructed a 100-foot trail extension from the existing Fanno Creek Bridge in Durham City Park along the northern boundary of the playfield to the Clean Water Services access road, providing a future connection to the Fanno Creek Trail.

Category 2: Increasing nature as part of our Regional Trails system

These grants emphasize improving the trail users experience of nature or on enriching people's experience of nature when using Regional Trails. Additionally, they may increase the health and function of natural systems. Projects may include a range of ecological benefits including improving water quality and enhancing wildlife habitat by reducing trail impacts or restoring ecological features and functions associated with Regional Trails and/or local connections to Regional Trails. Additionally, projects can provide people with opportunities to learn about nature along Regional Trails. They protect or improve fish and wildlife habitat in local communities and support larger conservation initiatives. They will ensure that nature is a fundamental element of our Regional Trails system.

Projects may also actively involve the community in stewardship of the natural resources associated with Region Trails and/or their local trail connections to Regional Trails. Projects may support the implementation of the Regional Conservation Strategy by reducing hazards to wildlife; removing invasive species and enhancing native vegetation; improving regional habitat connectivity; and supporting climate change adaptation initiatives.

Examples of eligible projects include tree planting, habitat restoration, creation of pollinator habitat and fish or wildlife passage improvements. Projects might also include interpretive signs, outreach, communications and volunteer engagement. These grants also may support efforts to minimize environmental impacts or avoid sensitive habitat along Regional Trails.

For your reference, please find in the resources section links to the Regional Conservation Strategy, Watershed Action Plans or local community plans (see resources section).

Examples of Nature in Neighborhoods grants increasing nature as part of our Regional Trails system

Stone Bridge Fish Passage on Nettle Creek, $47,000 At Tryon Creek State Park, erosion threatened a stone bridge across Nettle Creek – and, along with it, a regional trail connection. The Tryon Creek Watershed Council replaced the bridge, stabilizing stream banks and enhancing fish and wildlife habitat.

Greening Interstate 205, $410,000 Unlikely partners – Friends of Trees and the Oregon Department of Transportation – teamed up to plant native trees and shrubs in an unlikely place: along the I-205 pathway. While greening the 16-mile trail, they engaged volunteers, established a model for future roadside landscaping and generated jobs for diverse communities.

Friends of Baltimore Woods $539,000 The Friends of Baltimore Woods acquired, restored and preserved portions of a 30-acre natural corridor along the North Portland Greenway Trail in Portland's St. Johns neighborhood. The project improved storm water filtration, saved 30 Oregon white oaks and created a place to teach local residents about trail uses and the importance of one of Oregon's most diverse and imperiled habitats.

Goal: Community engagement

For both project categories, proposals must show how the grant meets Metro's goals for community engagement and improve the ability of all communities, including underserved communities (e.g. low-income, communities of color) to learn about, help restore, experience and connect with nature and the region's natural areas through Regional Trails.

Strategies for public engagement and activities fall on a spectrum from deep, personal engagement to outreach via mass media. A wide variety of activities and levels of engagement with targeted audiences will effectively meet this goal. One size does not fit all and project managers should determine what level and type of activities best fit the site, community and intended outcomes.

To meet this goal, project activities could include any of the following:

- One-on-one personal contact (e.g. involve volunteers in project design, implementation or outreach; community participation; workforce development, jobs skills and mentorship).
- Outreach and/or marketing (e.g. social and mass media, group discussions, interpretive signs, mailings, project or site tours). Direct engagement with targeted communities, including underserved communities (particularly low-income and communities of color) to learn about, experience and connect with nature and the region's natural areas through Regional Trails.

- Support the capacity building of organizations or businesses that serve, engage or employ low-income people and people of color (e.g. technical assistance, non-profit leadership development or capacity building to participate in project design and/or implementation).
- Expanded community-based partnerships with local and/or regional community-based organizations to support increased access to local natural areas and parks.
- Intentionally involve the community and contribute to a community's sense of ownership and pride. Provide opportunities to educate and engage local users, residents and nearby school populations.

Equal Opportunity Contracting

Metro's policy is to provide equal opportunity to everyone to access and participate in locally-funded projects, programs, and services by removing barriers to participation and promoting economic opportunities for certified minority-owned enterprises (MBE), women-owned enterprises (WBE) and emerging small businesses (ESB). ***Local government applicants*** *are asked to describe the applicability of their own MWESB policy to the grant project and how contracting for this project will help meet the goals of these local policies, if applicable.*

All applicants are encouraged to consider how:

- *Projects can provide social and economic benefits to low-income and communities of color beyond the specific project scope.*
- *Projects can include workforce development goals for partner organizations or programs.*

What's the timeline?

July 2015	Availability of grant funds announced
5:30 - 7 p.m., Oct. 6, 2015	Trails grant workshop
4 p.m., November 3, 2015	Trails pre-applications due to Metro
December 2015	Successful pre-applications invited to submit full applications
5:30 - 7 p.m., Jan. 12, 2016	Trails full application grant workshop
4 p.m., February 2, 2016	Full applications due to Metro
March 2016	Grant awards announced
March 2016	Metro funds available

Contacts

For more information, visit www.oregonmetro.gov/grants **or contact Crista Gardner**, Grants Coordinator, crista.gardner@oregonmetro.gov or 503-797-1627 or **Heather Nelson Kent**, Community Investments Program Manager, heathernelson.kent@oregonmetro.gov or 503-797-1739.

SECTION 2: FULL APPLICATION GUIDELINES

Full applications will be accepted only from applicants who have been invited to apply following the pre-application review. Feedback from the grant review committee about how well the pre-application meets the project eligibility criteria, purpose, categories and goals may be provided.

The grant review committee will use the combination of the pre-application and full application as the primary basis to determine funding eligibility. It is the responsibility of the applicant to ensure their project is sufficiently defined according to the guidelines so that the review committee can efficiently review the application. Application review may include follow-up communication with the applicant.

Metro will inform grant applicants if the grant application was successful. Upon request, information about other funding sources or suggestions for strengthening an application for a subsequent funding cycle may be provided.

FULL APPLICATION INSTRUCTIONS

The application shall be submitted via our online grant application software, ZoomGrants.

Pre-application materials

Applicants are not required to revise the pre-application answers. If applicable, applicants may revise the pre-application materials based on feedback from the review committee or updated project information, including the **organization, project and contact information**, **organizational preparedness**, **partnerships, project description**, and **location and project reach**.

Full application

Please submit the following additional full application materials and attachments to support, expand on and provide additional detail about the project as described in the pre-application.

Questions

Budget (two pages maximum). Please provide a detailed project budget, including revenues and expenditures, which directly relates to the project narrative in your pre-application. Please use the budget narrative to explain how your figures are calculated.

Evaluation measures and outcomes reporting (two pages maximum). Please provide clear quantitative and qualitative outcomes to be reported in the final evaluation outcomes report. The evaluation outcomes report tells the story of what will be accomplished and documented at the end of the project. This information should directly relate to the project goals and purpose stated in your pre-application.

Scope of work (two pages maximum). Please provide a summary of the major activities, stages of your project, and timeline.

Uploads

Optional: Additional photos, designs or maps (two pages maximum). If needed, please upload applicable site photos or more detailed site maps which illustrate and describe significant needs, limiting factors and site conditions.

Letters of support (three letters minimum). Please upload three letters of support by active partners, which directly support the narrative on your pre-application.

Letter of land owner permission. If applicable, please upload a letter stating permission to use property by land owner or manager. (maximum one page)

Organizational preparedness (two pages maximum). Please upload the 501(c)(3) tax-exempt status statement or your organization's 501(c)(3) IRS determination letter (if applicant is not a school or government agency) and a letter stating permission to use property by landowner or manager, if the applicant is not the landowner.

Submitting the full application: Metro accepts applications via the online system ZoomGrants through your account and login information at https://www.zoomgrants.com/ **,** under "Metro**,** Parks and Nature, 2015 Nature in Neighborhoods Regional Trails Grants". Please login and submit your application **by 4 p.m. on February 2, 2016.**

A confirmation email will be sent by ZoomGrants once the application is received. If you do not receive a confirmation, please let Crista Gardner know.

FULL APPLICATION EVALUATION CRITERIA

Full applications will be evaluated based on the information submitted, the stated evaluation criteria, and the review committee's professional and collective judgment. The full application materials should make a convincing case that the project meets the purpose of the grant program and is achievable.

Grant applications will be ranked according to how well they meet the following evaluation criteria:

Organizational preparedness: How well does it demonstrate leadership interest, organizational capability and experience, and landowner permission to implement the project? (E.g. key personnel roles and qualifications, leadership approval.)

Project narrative and goals: How well does it describe the project and its importance? (E.g. how the activity will be organized, best practices, importance for the organization and community.) How well does it address one of the grant program categories and one or more of its associated goals? (E.g. grant goals, organizations strategic mission, expected results and outcomes, plan to evaluate project effectiveness.)

Partnerships: How well are strong and active partnerships demonstrated? (E.g. partnerships and collaborations formed, strengthened and extended, committed partners, future funding sustainability of the project.)

Community engagement: Does it help the full slate of awarded projects reach communities from around the region? Does it help expand the types of organizations and individuals involved in the region's regional trails efforts, including underrepresented communities such as low-income communities or communities of color?

CONTRACTING AND AGREEMENTS

If the Metro Council approves funding, Metro staff will work with the successful applicant to enter into the necessary agreements for the project or program between Metro and the applicant. The applicant will have up to 36 months from the time these agreements are signed to complete the project or program. Funding is available on a reimbursement basis only. Once a reimbursement request is approved, Metro will pay within 15 days.

Applicants who receive funding shall enter into a contractual agreement with Metro that specifies legal and contractual obligations, including insurance requirements and the use of a fiscal agent. Funds may not be pre-committed prior to a completed and signed contractual agreement. Grant project or programs are subject to Metro audits and reviews. Metro and the Nature in Neighborhoods program shall be acknowledged as grant sponsors on any written or published material, grant product and/or project or program signage.

New grant recipients are required to attend the Metro-sponsored "contracting basics" meeting prior to executing the contract. Applicant must be making reasonable progress towards the project or program goals and objectives within the first six months of award. A final evaluation report will be due upon project or program completion. Metro shall receive any grant products including but not limited to photos, videos, guides and brochures upon request.

SECTION 3: FULL APPLICATION FORM

Pre-application questions (updated or revised, as necessary)

Applicants are not required to revise the pre-application answers. If needed, applicants may update or revise the following information on ZoomGrants.

1. **Organizational preparedness (one page maximum).** Explain why and how your organization and/or your partners have the experience and capacity to conduct the project (e.g. planning, implementation, reporting and outreach), including key personnel, their roles and their qualifications.

2. **Partnerships (one page maximum).** Show how partnerships and collaboration with other individuals, organizations and groups in your community will be formed, strengthened and extended through this project.

3. **Project narrative (one page maximum).** Provide a narrative that describes the project. Describe the need, problem or issue that this project seeks to address.

4. **Goals (one page maximum).** Describe how the project addresses the Nature in Neighborhoods trails grant's purpose, category and goals, including how the project supports regional and local initiatives.

5. **Provide a location/vicinity map**, including trails, parks, and/or natural areas. (See mapping resources, page 18).

6. **Please fill out the demographic form** available on ZoomGrants.

Full application questions

Please complete the following in ZoomGrants:

- ☐ Project budget worksheet and narrative (see page 11) (maximum two pages)
- ☐ Evaluation measures and outcomes report (see page 12) (maximum two pages)
- ☐ Scope of work (see page 13) (maximum two pages).

Full application uploads

Please upload the following documents to ZoomGrants:

- ☐ Additional photos, designs or maps (see page 14) (maximum two pages)
- ☐ Three letters of support by active partners (minimum three letters)
- ☐ Letter stating permission to use property by land owner or manager, if applicable (maximum one page)
- ☐ Organization 501(c)(3) IRS determination letter, if applicant is not a school or government agency, or the 501(c)(3) tax-exempt status statement and Employer Identification Number (EIN) (see page 14).

PROJECT BUDGET WORKSHEET AND NARRATIVE

Please complete the budget chart and describe the project budget on ZoomGrants.

BUDGET CHART (one page)

Activity	**Amount requested**	**Match funds** Year 1 must be secured	**In-kind match**	**Total project budget**
Personal services: List salaries and administration costs				
Volunteer labor: Calculate at $23.07/hour				
Professional services: List activity and amount				
Materials & supplies: List items, quantities, prices				
Transportation costs: Please itemize				
Indirect or overhead costs,[1] e.g. utilities, rent, telephone, fiscal administration				
Other: Please describe				
Total				

[1] Only for expenses directly related to project. Costs are reimbursable up to 10 percent of total award; match up to 10 percent of total project cost.

BUDGET NARRATIVE (one page or 4,000 characters)

Please describe the project budget, including revenues and expenditures, which directly relates to your project scope of work, including any future site maintenance and monitoring needs. Provide explanation of how figures were derived; describe personal and/or professional services costs (name of individual or company, rate, # of hours, etc.) and any other relevant information. Describe matching sources and list contributors and amounts. In order to qualify for Nature in Neighborhoods funding, you must have at a minimum the first year project contributions secured at time of full application.

EVALUATION MEASURES AND OUTCOMES REPORTING

Two pages are requested, however more space is provided.

Reporting on how well community grants met their purpose and delivered on the intended outcomes will strengthen accountability with voters and the larger community in the Metro area. Therefore, a final outcomes report will be due upon project completion. The report will include a summary of grant activities, the actual total budget and in-kind matching contributions, photos, follow-up activities, and an evaluation of the project, including a descriptive qualitative story and quantitative evaluation measures. Therefore, please describe the project evaluation outcomes and complete the evaluation measures questions on ZoomGrants.

1. Evaluation Outcomes Summary

How will you use what you learn to improve your trails, nature and outreach activities in the future?

2. Goals and Outcomes

How will you know when you have been successful in fulfilling the Nature in Neighborhoods goals and met your organization's goals? What do you hope to accomplish by implementing this project? Please briefly describe here the evaluation outcomes you will report for your project, according to the overall purpose, categories and goals established for Metro's Nature in Neighborhoods regional trails grants.

3. Data collection tools and method

How will you gather the information necessary to measure success?

What records or tools will you use to measure whether you are meeting the selected strategy or objective? When and how will you collect your evaluation information?

How many people do you expect to involve in or inform of the project?

Who is your target audience? (Include demographic information about participants like age, race and ethnicity and socio-economic status.)

SCOPE OF WORK

Two pages are requested, however more space is provided.

Please describe the major activities, schedule, and responsible persons or organizations of your project. Use the questions below to help identify project milestones you may want to address in your scope of work (e.g. project planning, implementation, maintenance, reporting, outreach).

4. Activities: *What activities will occur at each phase of the project? What are you expecting to achieve? What are the key deliverables and/or milestones of each phase of the project?*	**5. Schedule:** *When will each activity occur?*	**6. Responsible partner:** *Who or what organization will lead and participate in each activity?*
Project planning ***Selecting the project:*** *What is the project's local and regional importance, accessibility, education or community building value?* ***Developing the desired future condition:*** *What is the project's history and the current and future factors likely to influence it? What is the project's future vision?* ***Developing a plan:*** *How will the project accomplish its goals and outcomes?*	*When?*	*Who?*
Implementation ***Construction:*** *How do you plan to implement or construct this project? If applicable, how will the project be constructed? Will the project use paid contractors, volunteers, or something in between (e.g. AmeriCorps, Job Corps)?* ***Minimize adverse impacts:*** *What steps you will take to minimize adverse impacts to the site during project implementation?*	*When?*	*Who?*
Maintenance ***Post-project maintenance:*** *How will the project provide follow-up maintenance? Describe the plans and provisions to maintain the project over time.*	*When?*	*Who?*
Reporting ***Monitoring:*** *How well did the project work? Summarize how you will report the project success in the evaluation report.*	*When?*	*Who?*
Outreach *Describe the proposed public outreach activities and products.* *For example, community engagement, workforce development,*	*When?*	*Who?*

partnerships, outreach via social media, volunteer involvement in project design, implementation, or outreach.

How is the need for community engagement in this proposal being identified? Proposals that involve the community are stronger when a community has identified a need, which is met by the project design.

Who is designing and delivering this project to communities? Proposals that involve the community are stronger when they include the community being served in project design and delivery.

DOCUMENT UPLOADS

Photos, Designs or Maps (two pages maximum)

If desired, please upload any additional photos, designs or maps that help to describe or illustrate the project to ZoomGrants. These should be no more than two pages.

Letters of support

Please upload at least three letters of support by actively participating partners. (three letters minimum)

Letter of property permission

If applicable, please upload a letter stating permission to use property by land owner or manager. (one page maximum)

Organization 501(c)(3) IRS determination letter

If applicant is not a school or government agency, please upload the or Organization 501(c)(3) IRS determination letter or the following 501(c)(3) tax-exempt status statement and Employer Identification Number (EIN) (maximum two pages):

> "I certify that the above information is correct and that I am authorized by the governing board of this organization to submit this grant application to Metro. Further, I certify that this organization is in good standing with the IRS and retains its official 501(c)(3) tax-exempt status and is further classified as public charity and *not* a private foundation OR qualifies for exempt status as a public school, government agency, or religious institution." *Signed by the executive director or board member.*

GLOSSARY

Regional Trails are defined by Metro as linear facilities for non-motorized users that are at least 75% off-street and are regionally significant. The term "non-motorized" is used instead of "multi-use" or "multi-modal" because some Regional Trails are pedestrian-only. Trails must meet two levels of criteria to be considered "regionally significant." The criteria are adopted by the Metro Council in the Regional Trails and Greenways Plan. Regional Trails are physically separated from motor vehicle traffic by open space or a barrier. Bicyclists, pedestrians, joggers, skaters and other non-motorized travelers use these facilities. There are some pedestrian only trails or trails near sensitive habitat on the RTP network that would most likely not be paved. Regional bicycle connections are planned parallel to pedestrian only regional trails. Colloquially, terms like "bike path" and "multi-use path" are often used interchangeably with "regional trail", except when referring to pedestrian-only regional trails. (2014 Regional Active Transportation Plan, Glossary)

Regional Trails and Greenways Map is developed and maintained by Metro. The map was first developed as part of the Metropolitan Greenspaces Master Plan in 1992 and most recently updated in 2014. The map includes the existing and proposed trails and greenways in the regional system. Many of the Regional Trails are included in the Regional Transportation Plan. (2014 Regional Active Transportation Plan, Glossary)

Underserved communities are populations that have historically experienced a lack of consideration in the planning and decision making process. It describes communities of concern in addition to those that are defined in the federal definition of Environmental Justice. These populations are seniors, persons with disabilities, youth, communities of color, low-income communities, and any other population of people whose needs may not have been full met in the planning process. (2014 Regional Active Transportation Plan, Glossary)

Water trails are actually in the water body (including necessary portages). Canoes, kayaks, rafts and other non-motorized watercraft are used to traverse the trail. Public access points (e.g. boat or canoe launch sites) should be available. (2011 Regional Trails and Greenways Plan)

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).

Natural area maintenance (core stewardship) focuses 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).

Priority habitat types are drawn from Federal Listings and Recovery Plans, the Oregon Conservation Strategy and the Intertwine Alliance Regional Conservation Strategy for the Greater Portland Vancouver Metropolitan Area. **Riverine/ Instream** refers to areas below the ordinary high water mark. **Riparian Habitat** is above the ordinary high-water mark of the stream and within up to 200' of the waterline, depending on conditions. **Oregon white oak habitats** include savanna, woodland and mixed-oak conifer forest; typically involving oak release, oak planting or invasive species control and native species enhancement. **Prairie (wet and upland)** are non-wetland habitats dominated by grass-like plants and forbs. **Upland conifer/deciduous forests** are forests outside the floodplain or riparian zone. **Floodplain forests and wetlands (ponds)** include the full range of wetland habitat types, including floodplain bottom hardwood forests. (Federal Listings and Recovery Plans, the Oregon Conservation Strategy and the Intertwine Alliance Regional Conservation Strategy for the Greater Portland Vancouver Metropolitan Area)

RESOURCES

Below are list of relevant plans:

Regional Trails Plan: http://www.oregonmetro.gov/regional-trails-and-greenways-system

Active Transportation Plan:
http://www.oregonmetro.gov/sites/default/files/2014_regional_active_transportation_plan_0.pdf

Green Trails: Guidelines for environmentally friendly trails:
http://library.oregonmetro.gov/files/greentrailsintro.pdf

Westside Trail Master Plan: http://www.oregonmetro.gov/westside-trail-master-plan

Westside Trail Master Plan Design Framework:
http://www.oregonmetro.gov/sites/default/files/06092014_westside_trail_appendix_C_report_3_design_framework.pdf

Portland Parks Trail Design Guidelines:
http://atfiles.org/files/pdf/DesignGuidelinesPortland09.pdf

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. *www.theintertwine.org/RegionalConservationStrategy*

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

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. *www.theintertwine.org*

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.
www.environmentaldiversity.org

MAPPING RESOURCES

Below are 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. *http://www.regionalconservationstrategy.org/site/viewer*

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. https://gis.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. https://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): *http://nces.ed.gov/ccd/index.asp*