



Nature in Neighborhoods community grants

Nature education and outdoor experiences grants pre-application handbook

Due January 29, 2020
Submit via ZoomGrants

oregonmetro.gov/grants

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.

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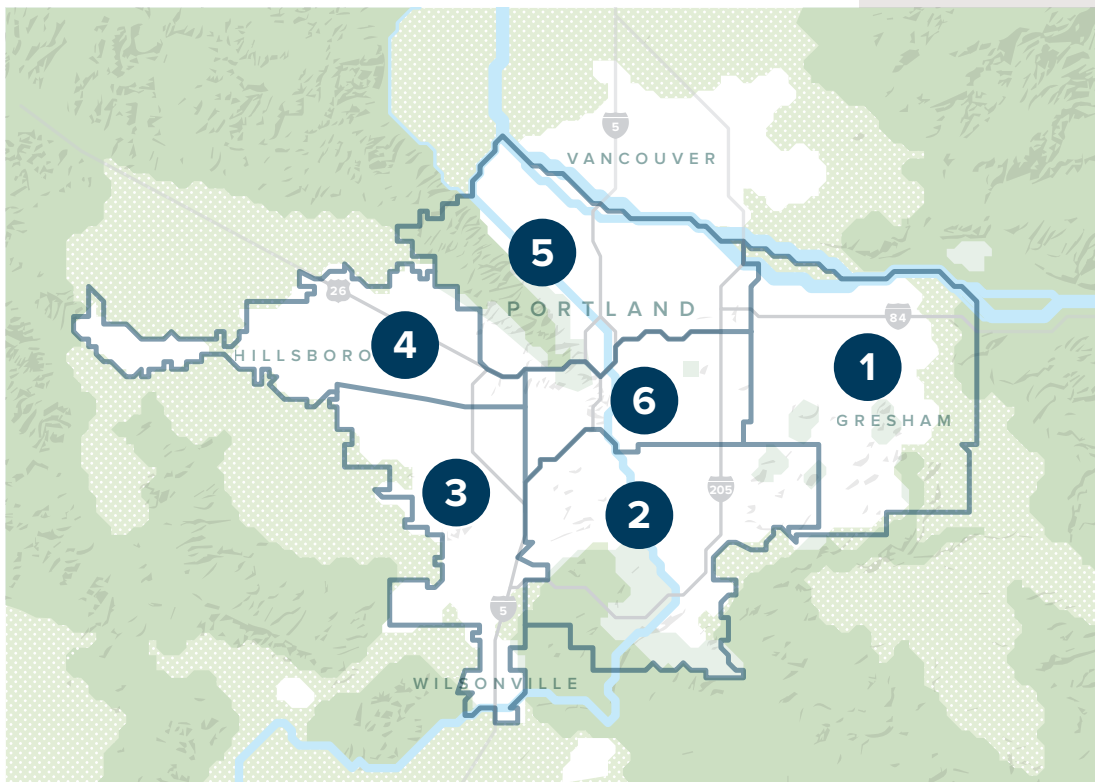


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NATURE EDUCATION AND OUTDOOR EXPERIENCES GRANTS

For nearly two decades, Metro has provided grants for habitat restoration, nature education and other programs that connect people to nature close to home. Funding for Nature in Neighborhoods community grants continues thanks to the voters renewal of Metro's five-year parks and natural areas levy in 2016. The levy includes approximately \$3.7 million for grants to be awarded from 2018 to 2023. These investments are strategically focused to support communities of color and other marginalized communities who have experienced barriers to accessing Metro grant funding in the past.

Funding for 2020 nature education and outdoor experiences grants is set at \$700,000 in total. Grant awards have a maximum of \$100,000 for up to two-year grants. This is the third round of Nature in Neighborhood community grants to be awarded from the renewal of Metro's 5-year levy funding.

What's the timeline?

Dec. 2019	Availability of grant funds announced
Jan. 2020	Nature education grant workshop and one-on-one meeting opportunities
Jan. 29, 2020, 4 p.m.	Nature education pre-applications due to Metro
March 2020	Successful pre-applications invited to submit full applications
April 2020	Nature education full application grant workshop
April 7, 2020	Final applications due to Metro
May 2020	Grant awards announced
June 2020	Orientation meeting for grant recipients
June 2020	Metro Council grant awards
July 2020	Grant funds available

Who may apply?

These nature education and outdoor experiences grants are intended to support community-driven initiatives and programs. Partnerships are key to a competitive proposal. Grants can serve people of all ages and abilities from all backgrounds. The criteria are weighted to support projects and programs benefitting, designed by, and/or led by communities of color. Past grants have funded programs serving school-aged children to the elderly, job training and life skills for youth, and outreach and engagement programs for residents from around the region. Successful applicants will address at least one of the grant program goals.

Community groups, nonprofits, neighborhoods, individuals, 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.

MINIMUM QUALIFICATIONS

Partnerships

Nature in Neighborhood grants support partnerships. Successful applications typically feature multiple partners actively engaged in leveraging their skills and 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. Therefore, this grant requires at least three partners (including applicant). Applicants may partner in multiple grant applications.

Program

- Programs must address at least one of the program goals.
- After being awarded the grant, programs must be completed within 24 months.
- Applicant must have 501(c)3 status or use a fiscal agent.

Financial

- Programs 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 time of final application. Funding from other grants managed through Metro cannot be applied towards match.
- Overhead costs (e.g. rent, utilities) are reimbursable up to 10 percent of the total grant award and as match up to 10 percent of the total program cost.

Location

- Programs must take place within [Metro's jurisdictional boundary](#), the Metro urban growth boundary, or directly serve Metro-area residents.
- Programs may be conducted on Metro property by other eligible organizations or individuals by obtaining a Metro [special use permit](#).
- Programs on private land must be able to show a clear public and environmental benefit.
- All programs must have written landowner permission at the time of full application.

APPLICATION PROCESS

Application review and selection

Grant recommendations are made by a peer-review team comprised of individuals with backgrounds in nature and environmental education, outdoor programs and leadership, community development and engagement, social justice, racial equity, diversity and inclusion. This group will review applications and make funding recommendations to the Metro Council.

Applications and pre-applications will be evaluated based on the information submitted, responsiveness to the grant's purpose and goals, and the review committee's professional and collective judgment. It is up to the applicant to ensure the proposed program 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: 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.

Full applications will only be accepted from applicants who have been invited to apply. Feedback from the grant review committee about how well the pre-application meets the program purpose and goals may be provided. Upon request, information about other funding sources or suggestions for strengthening an application for a subsequent funding cycle may be provided.

The Metro Council makes all grant awards.

PROGRAM PURPOSE AND GOALS

All applications must meet the grant program's overall purpose and one or more of the three grant program's goals.

Purpose

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

Goals

Nature education grants prioritize programs that advance racial equity, diversity and inclusion, make communities more resilient to climate change and include greater community engagement. Following the Metro Parks and Nature department Racial Equity, Diversity and Inclusion Action Plan, Nature education grants fund programs that meet the following equity goals:

Cultural equity

People of all cultures, races and traditions connect with nature and with one another in the region's parks and natural areas.

Examples:

- Build relationships and partnerships for outdoor education and nature based programming by and for people of color.
- Increase the number of visitors, staff and programs at parks and natural areas representing diverse racial, ethnic and cultural groups.
- Increase capacity within organizations that serve people of color to lead programs (such as nature education and cultural programming) in parks and natural areas.
- Support cultural programming in parks and natural areas, such as cultural gatherings, storytelling, songs, performances or educational opportunities.
- Support region-wide nature education diversity initiatives.

Examples of 2018 Nature in Neighborhood grants that support cultural equity

Advancing Cultural and Environmental Equity for API Communities

APANO Communities United Fund **\$30,000**

APANO members connect with greater Portland's parks and natural areas and have leadership opportunities to advance environmental equity in East Portland neighborhoods.

Environment 2042 Emerging Leaders (E42EL)

Center for Diversity & the Environment **\$60,000**

The Environment 2042 Emerging Leadership Program creates a cadre of youth change agents that build a more diverse, equitable and inclusive culture in the environmental movement while advancing equity and building more diverse leaders in the environmental education field.

Portland Harbor Access & Cultural Ties to the River

Portland Harbor Community Coalition **\$30,000**

This program connects and educates about the Willamette River and superfund site and inspires a reverence for nature and wildlife to the Portland Harbor through culturally-specific events with Get Hooked, the East European Coalition, Portland Chapter of the American Indian Movement.

Soul River Celebration of Wild Steelhead

Soul River Incorporated **\$15,000**

The Celebration of Wild Steelhead and educational programs at Oxbow Park connect to and support educational deployments to the Arctic, the Ochoco Mountains, Owyhee Canyonlands and Bears Ears National Monument.

Environmental equity

Communities of color in greater Portland enjoy the benefits of conserving land, air and water and equitable access to safe and welcoming parks, trails and natural areas; communities enjoy learning about, helping restore, experiencing and connecting with nature and the region's natural areas.

Examples:

- Support outdoor nature programs that include family and community engagement and culturally specific organizations that serve people of color.
- Increase hands-on and place-based nature education and programs for school-aged children in local natural areas, with a special emphasis on communities of color.
- Integrate outdoor nature education with formal, school-based learning and science, technology, engineering and math (STEM) education. Improve teacher education to take students outdoors. (Reference materials available at <http://oelp.oregonstate.edu/sites/oelp/files/oelp-resources/environmental-literacy-plan-2013.pdf> and www.pdxstem.org.)
- Support community engagement and nature education programs that include hands-on restoration activities to improve fish and wildlife habitat in local communities, such as planting native plants, harvesting seeds or caring for trails, or through participation in studies, research, or monitoring.
- Connect people to and teach them about their watershed and watershed health.
- Increase information, advertising and other promotion so residents can more easily learn where parks and natural areas are located, how to access them or what to do.
- Increase climate change resiliency by addressing water quality and availability, community access to water, urban forest canopy, habitat connectivity, and/or flood control.

Examples of 2018 Nature in Neighborhood grants that support environmental equity

Ecology Education in North Clackamas

Ecology in Classrooms and Outdoors \$57,700

Ecology Education in North Clackamas engages 1,200 3rd to 5th grade students and 40 teachers at five Title I elementary schools in the North Clackamas School District. Each classroom receives four ecology lessons and a service-learning field trip.

Reclaiming Indigenous Futures through Cultural Ecology

Friends of Tryon Creek \$100,000

Friends of Tryon Creek collaborate with the Native American Youth and Family Center and Cultural Lifeways to reclaim and reconnect to culturally significant lands through the Cultural Ecology curriculum at Tryon Creek State Natural Area.

Farm School

Friends of Zenger Farm

\$72,850

Farm School is a farm, garden and wetland-based outdoor education program that connects East Portland youth with 12 hours of instruction over three seasons and introduces their families with a natural area near their home.

Living Cully Youth Nature Education Program

Verde

\$80,044

Verde's two-year youth nature education program benefits low-income youth and youth of color in Portland's Cully neighborhood establishing a replicable model of service delivery in partnership with education and housing programs. Neighborhood youth are also designing and developing a rain garden in the neighborhood.

Economic equity

Communities of color prosper economically from the business of Parks and Nature in greater Portland.

Examples:

- Support mentorship, youth corps and job skill development in natural resources, nature education or other nature-related science, technology, engineering or math careers.
- Support worksite tours, career-related learning, youth or adult apprenticeships and paid work and on-the job-training.
- Prepare participants for continuing careers, higher education, advancement or leadership opportunities, such as non-profit or other board service or community organizing in nature-related fields.
- Support equal opportunity for everyone to access and participate in economic opportunities in parks and natural areas.

Examples of 2018 Nature in Neighborhood grants that support economic equity

Student Crew Leadership Training Program

Portland Opportunities Industrialization Center Inc.

\$30,000

Through the Student Crew Leadership Team Training Program, POIC, Friends of Trees and others provide low-income youth of color with the opportunity to engage in project-based education and career-track natural resource mentorship.

Nature Experiences and Workforce Training (NEWT): Changing the Face of the Field

Tualatin Hills Park & Recreation District

\$69,935

Tualatin Hills Park & Recreation District partners with Adelante Mujeres and the Beaverton School District to provide after-school nature programming at four schools in Beaverton and a two-year workforce development program for Latino students.

Growing Green: Training Leaders for Tomorrows Jobs

Tualatin Riverkeepers

\$99,880

As Washington County's green industry jobs increase, Tualatin Riverkeepers works with Centro Cultural, Muslim Educational Trust and other partners to deliver culturally relevant vocational training and internships for people of color in urban forestry.

Wisdom Workforce Development Program

Wisdom of the Elders, Inc.

\$39,820

Wisdom of the Elders' Workforce Program educates and trains Native adults and youth to become future conservation leaders. Through meaningful, culturally relevant, hands-on learning experiences in local natural areas, the program strengthen careers, cultural identity and boosts health and wellness.

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 Contract Grant Scope of Work is the Grantee's Nature in Neighborhoods full grant application, including the program or project narrative and budget. Once the contract is signed by all parties, funds become available. Money spent prior to the contract terms are not eligible for reimbursement.

Payment of grant funds

Metro's Nature in Neighborhoods community grants program made changes to our reimbursement policy in 2018, including offering a portion of the funding upfront and reduced documentation required for reimbursement. More details will be available before the final grant applications are due.

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 or a site visit and the submission of one final report at the completion of the grant contract.

INTERESTED IN REVIEWING GRANTS?

Members of the committee will help to allocate up to \$700,000 in nature education and outdoor experiences grants to community organizations and groups seeking to support and create partnerships in local communities. It's important to have a broad diversity of experience and backgrounds represented. Grant applicants are eligible to serve on the review committee; reviewers must disclose any conflicts of interest. To apply, submit an email and resume describing your individual background according to the instructions on the [website](#). Metro staff will begin reviewing committee applications in January 2020.

CONTACTS

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

Crista Gardner, Nature in Neighborhoods community grants, Program Manager,
crista.gardner@oregonmetro.gov or 503-797-1627

Oriana Quackenbush, Community Investments and Partnerships Program Assistant,
oriana.quackenbush@oregonmetro.gov or 503-797-1834

GRANT APPLICATION INSTRUCTIONS

Application assistance

Applicants are encouraged to contact Metro staff to discuss the proposed program or project, partners 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 applications via the online system [ZoomGrants](#) at oregonmetro.gov/grants or directly at zoomgrants.com/gprop.asp?donorid=2199. The pre-application will be available starting in December 2019 and due by 4 p.m. January 29, 2020.

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 Crista Gardner know.

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 cutting and pasting into ZoomGrants (e.g. bullets, hyphens).
- An applicant may add partners, a fiscal sponsor, or colleagues as collaborators on ZoomGrants. 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 or contact the Help Desk at Questions@ZoomGrants.com.

Review of your pre-application

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

Program narrative and goals: How well does it describe the program and its importance? For example, does it describe how the activity will be organized, best practices, and the importance for the organization and community? How well does it address one of the grant program purpose and one or more of its associated goals? For example, does it demonstrate how the program aligns to the grant goals? Does the organization’s strategic mission, program expected results and outcomes and plans to evaluate program effectiveness align with the grant goals?

Partnerships: How well 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 program?

Organizational preparedness: How well does it demonstrate leadership support, organizational capability and experience, and landowner permission to implement the program? For example, does it describe the key personnel roles and their qualifications and confirm that leadership has given approval for the program?

Racial Equity, Diversity, and Inclusion: Does it help expand the types of organizations and individuals involved in the region's regional nature education efforts, including communities of color? How and by whom is the need for this proposal being identified? Who is designing and delivering programming to communities? How is the program culturally relevant or culturally responsive? Is diversity, equity and inclusion part of the applicants' vision, mission, or objectives?

Location and program reach: Does it help the full slate of awarded programs reach communities from around the region?

PRE-APPLICATION QUESTIONS

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

Program Name

Amount Requested \$

Up to \$100,000 for grants of up to two years

Estimated Match \$

Applicant Information

First Name

Last Name

Telephone

Email

Organization Information

Organization Name

Address 1

Address 2

City

State/Province

Zip/Postal Code

Country

Telephone

Fax

Website

EIN (XX-XXXXXXX)

CEO/Executive Director

First Name

Last Name

Title

Email

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 will be copied 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

1. Program summary (45 words, 255 characters)

Provide a brief summary that describes your program.

2. Fiscal agent

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

3. Program partners

Committed partner organizations.

4. Potential partners

Potential partner organizations.

5. Program length

(Select only one)

- ☐ One year
- ☐ Two years

6. Program narrative (up to one page, 4000 characters)

Provide a narrative that describes the program. Explain why the program is important for your community and organization, such as how it fits your organization's strategic plan or mission.

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

Describe how the program addresses the Nature in Neighborhood nature education grant's purpose and goals.

8. 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 program.

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

Explain why your organization and your partners have the experience and capacity to conduct the program, including identification of key personnel, their roles in the program and their qualifications.

10. Racial Equity, Diversity, and Inclusion (up to one page, 4000 characters)

How do communities of color and the community served help to identify the need for, design, and deliver this programming? How is the program culturally relevant or culturally responsive? How does your organization's mission or values address equity? For demographic data, see [School districts](#) or [Regional Equity Atlas](#).

MAPS AND DEMOGRAPHICS

Documents Requested:

Location and program reach (two pages)

Provide a location/vicinity map that shows where the program and/or participating communities are located within the region, such as on Google Maps, [MetroMap](#), [Regional Equity Atlas](#), or the [Regional Conservation Strategy viewer](#).

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 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?¹

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 ☐ Yes ☐ No please specify: _____

Partner 1 ☐ Yes ☐ No please specify: _____

Partner 2 ☐ Yes ☐ No please specify: _____

Partner 3 ☐ Yes ☐ No please specify: _____

¹ Definition: A culturally-specific community based organization meets the 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, Asian, Latino, Middle Eastern and North African, Native American, Pacific Islander, and Slavic.
- The staff, board and leadership reflects 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.

Source: Philanthropy and Communities of Color in Oregon: from strategic investments to assessable impacts amidst growing racial and ethnic diversity. PSU (2010).

4. For the 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)?
- | | |
|---|--|
| <input type="checkbox"/> Asian | <input type="checkbox"/> American Indian/Alaskan Native |
| <input type="checkbox"/> Latino /Hispanic | <input type="checkbox"/> Native Hawaiian or Other Pacific Islander |
| <input type="checkbox"/> African | <input type="checkbox"/> Slavic |
| <input type="checkbox"/> Black/African American | <input type="checkbox"/> Other (Please specify): |
| <input type="checkbox"/> 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?
- | | |
|--|--|
| <input type="checkbox"/> Race and ethnicity | <input type="checkbox"/> Gender |
| <input type="checkbox"/> English proficiency | <input type="checkbox"/> Age |
| <input type="checkbox"/> Primary language | <input type="checkbox"/> Special needs |
| <input type="checkbox"/> Geography/location | <input type="checkbox"/> Other (Please specify): |
| <input type="checkbox"/> 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?