Agenda

Meeting:	Nature in Neighborhoods Community Choice Grants Program Design and Review Committee Meeting #20
Date:	Tuesday, April 11, 2023
Time:	4:30 p.m. to 6:30 p.m.
Place:	Zoom
Purpose:	Review Idea Collection Engagement
Outcome(s):	Review & recommendations for idea-generating events & digital platform

Pre-work	Review: Community Choice Grants Project Page Review: Idea submission form Review: Digital Platform Review: Community Survey Review: Vetting Worksheet (Optional) Attend April 8th kickoff event
4:30 p.m.	Welcome
4:40 p.m.	What are we doing today? What decisions is the committee expected to make today? How will those decisions be used?
4:50 p.m.	Language Support and Accessibility
5 p.m.	Review kickoff event What went right? What could have gone better? What can we learn and how can we improve?
5:20 p.m.	*Break when committee needs it*
5:30 p.m.	Discuss project page, digital platform, idea submission form, community survey Review submission and moderation process What works? What could be better? How can we learn and how can we improve?
6:10 p.m.	Project Idea Vetting
6:20 p.m.	Next Steps *(JLA)*
6:30 p.m.	Meeting adjourned
Post-work	(Optional) Attend April 19th kickoff event (Optional) Attend a tabling event (TBA) (Optional) distribute links, digital flyers, and social media for idea collection • Project Page

- [Idea Submission Form](#)
- [Digital Platform](#)
- [Community Survey](#)
- [Digital Flyer](#)

Meeting summary

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Links

Meeting video: https://vimeo.com/818458709

Community Choice Grants website: https://www.oregonmetro.gov/public-projects/nature-neighborhoods-community-choice-grants

Attendees

Committee Members
Andrew Butz, He/Him
Laura Feldman, She/Her
Blanca Gaytan Farfan, She/Her, East Portland Rising Community Project
Kim Hack-Davidson, She/Her/They/Them
Theresa Huang, She/Her, Urban Greenspaces Institute
Kevin Hughes, He/Him, Hillsboro Parks and Recreation
Isaiah Jackman, He/Him, Urban Leagues Portland
Kate Sams, She/Her, Zenger Farms

Staff
Crista Gardner, She/Her, Metro
Gabrielle Brown, She/Her, Metro
Humberto Marquez Mendez, He/Him Metro

Meeting Summary
The committee reached an agreement on the Idea Submission Form and Community Survey; questions on both will be broader to allow for a variety of feedback. The committee confirmed that the questions and information will be enough to guide the vetting process. The project team will incorporate the committee's feedback on languages and update the materials to be clearer, more accessible, and ensure it is written in plain language. The committee will help promote upcoming events and Metro will provide support, such as materials.

Welcome and Introductions
Humberto welcomed the group and reviewed the Zoom logistics. He introduced himself as the new facilitator, noting that the change is due to the meeting's evolving needs. He reviewed the meeting plan and invited participants to participate verbally or through chat.

Meeting Purpose and Role Definition
Crista reviewed the purpose of the meeting and agenda items, including:

- The first idea-collection workshop and the upcoming workshop in Tualatin.
- Discussion and review the digital platforms, including language support and accessibility.

Language Support and Accessibility
Crista thanked the staff and project team for their continued effort in suggesting ideas and providing support for accessibility, language interpretation and translation needs. She shared that the need for support and languages was determined by the vulnerability index map. The project decided on a English-Spanish approach as the data shows a greater overlap between low English fluency and higher Spanish fluency, particularly in District 4. Spanish translation and interpretation were also noted to be higher in quality. She highlighted that American Sign Language (ASL) interpretation was also provided at live events. She emphasized that staff quality control is essential to provide high-quality translated materials for different communities and Spanish is selected as a baseline with that consideration.

Crista emphasized that additional language support is offered for other language needs, including translated materials in other languages, and additional interpretation and translation support are provided at specific events. In the upcoming event, Vietnamese and Mandarin translation and interpretation will be provided, in accordance with the demographic data.

Review Kickoff Event
Crista and Gabrielle reviewed the event photos noting the several distinct stations, including an activity table, a story station, and an idea-collection table. There were approximately 50 attendees, some who were there specifically for the event and many who were visiting the library and aquatic center. Crista added that 30 submission forms were collected at the in-person event, and 4 were submitted digitally.

Crista invited the committee members who attended to share their thoughts and feedback.
- **Comment**: I am glad to have attended. It was important for me to see what the community looks like. I visited the surrounding areas, and being physically there to see the community and nearby green spaces was very important to me. The event was lively and rich, one of the activities was a raffle, which was a very popular activity at the event. The space was a bit crowded.
- **Comment**: It was a really well-tracked event, the participants enjoyed hands-on activities. The food offered was high quality and the low-stress, voluntary participation aspect of the event allowed attendees to be at ease. Space-wise, it was a bit cramped and there was a lot happening. This is positive as too big of a space could feel quite empty, however, I did envision the event to have more of an expo feel. Allowing enough space for attendees to stay at each station. The ideas that the communities shared are great. For ideas that don't necessarily fit into the requirements of this program, City of Hillsboro staff were available to offer information on more suitable projects and plans. An improvement suggestion is to have ASL and Spanish Interpreters present at the entrance to welcome attendees to the event. As well as having greeters at the entrance, which could help with attendance tracking.
- Humberto shared a positive experience with children in the community as they were excited to share ideas for future parks and actively participated. He shared that the team could pull materials together for committee members to share on social media.

Discuss Digital Engagement Tools
Gabrielle shared that the project page is now available in Spanish and English, community and idea collection surveys are live, and the team has received responses. She walked the team through the project site, highlighting the translation feature, as well as the changes that were made based on previous committee feedback. The forms are designed with consideration of low internet speed and

the team is exploring integrating the larger digital platform into the project page. To ensure accessiblity, only the ZIP code is required.

Gabrielle shared the map-based feature with the group and highlighted its capability for participants to learn more about submitted project ideas and express support or share feedback on that idea. She emphasized that it is going through internal testing and will be available once completed. Gabrielle shared the logistics of moderating the submissions, noting that there is a bit of a delay between an idea being submitted and it showing up on the map.

Comment: Change the address questions to "enter your project idea location".
- **Response**: Good idea, as the project boundary is limited to district 4.

Question: Will the ideas shared at in-person events be entered into the map manually?
- **Response**: Yes, folks at the event will have access to paper forms (entered manually by staff later) as well as online forms.

Question: On the physical forms, could the ideas be collected through canvassing or is it limited to the in-person events?
- **Response**: Yes, you can engage with folks in ways that feel the most comfortable, not just at events. Humberto noted that the physical forms are also left behind at popular community spaces, including the aquatic center and library.

Question: Who translated these forms?
- **Response**: Immigrant & Refugee Community Organization (IRCO) translated these materials and Metro staff reviewed and updated them to be more conversational.

Question: Could you share the most updated PDFs with us?
- **Response**: The most updated forms have been added to the ShareFiles folder.

Comment: On "what projects can be funded" the explanation is confusing to me. I would suggest reworking the wording if possible.
- **Response**: We'll bring that to our communications specialist to see if it could be reworked. Do you have any suggestions on wording, in describing the capital aspect of this program?

Comment: I was thinking "resulting in physical space, physical development" or "physical enhancement" something along that line.

Project Idea Vetting

Humberto moved the group to the next agenda item, a discussion on project vetting. He noted that the next meeting will happen right before the project vetting process starts. Gabrielle elaborated that the project vetting will happen in two parts: the first review will be with jurisdictional partners to review the suitability of the projects based on program requirements and limitations. The committee will then conduct the second review, where they evaluate the projects based on different criteria. She noted that an updated vetting worksheet is available via SharedFiles and the worksheet was updated based on committee feedback and comments.

During the June meeting, the group will review the projects during that meeting and preparing for portfolio development at the later workshops. This will help create a diverse portfolio.

Question: I am wondering what the rubric for scoring would be. What is a one versus a four?
- **Response**: We will share a document that lays out standard rubric information, as well as a summary of the process to help the group. Additionally, the scoring will be used to help the group form their discussion as they explore which projects to advance.

Question: How are we scoring the demographic or equity aspect of the submissions? Given that we are not tracking demographic information at in-person events and the demographic questions will be optional online.
- **Response**: It is a difficult balance, especially with folks not wanting to leave contact information.

Comment: I am wondering if we could overlay the heat map on the project map and use that as a tool to inform these criteria.

- **Response**: All the project ideas will have a location and will be mapped. That is a tool we presume the group will have for the project vetting process.

Comment: I want to uplift that there're percentages for demographics and languages but the statistic references aren't shared with the team. I know it will not work well in my community, and while we're trying to reach as many folks as possible, it does feel like we're leaving some folks out.

- **Response**: Thank you for sharing your thoughts on this. The team can follow up on the data references to ensure transparency with the committee.
- **Response**: One of the data points we referenced came from the Coalitions of Communities of Color in Washington County, which we have shared with the committee. Our decision to create this pilot also holds the intention of creating a precedence where the process is informed by the specific context of the area. Decisions are made with the caveat that it is specific to the area and the context of the communities.
- **Response:** I recognize that this project is not an excuse, and I want to acknowledge that. We will continue to do better and have learned a lot along the way. Is there any information we could share or tangible things we can do right now to address some concerns or questions?

Question: Regarding the vetting sheet and climate resilience criteria, if I want to submit a successful idea, where am I able to learn more about the criteria? Where could people learn more about the criteria?

- **Response**: On the forms, right of the named description and location, there's more information on the criteria.

Question: Is there an educational piece at the events to ensure the communities know what the decisions will be based on?

- **Response**: The team provides many avenues for folks to learn more or share more to ensure sufficient information and thoughts. The descriptions are listed on the project forms and website. Within the submission forms themselves, we offer an open-ended space for participants to share their thoughts or clarification to provide more information on how their idea fits the criteria. Additionally, project examples were exhibited at in-person events.
- **Response**: This program is a three-step process: project vetting, conceptual project development (which goes through the first community vote) and selected projects will be further developed and go through a second community vote before the final decision. There are many opportunities through this process for community members and committees to check and ensure the criteria are made.
- **Response**: I also hear a need for education beyond submission criteria but also our process.

Question: Could these materials be printed and shared with us?

- **Response:** Yes, we can print it out and mail it to you or we could set up a meeting for you to collect the materials. Please put it in the chat if you know you'll need the materials, and please note your language needs.

Question: When is the official end of the idea submission?

- **Response**: May 14, 2023.

Next Step and Closing

Humberto noted that the next meeting will focus on orientation and project vetting, and changes to the vetting worksheet will need to be concluded before then. Gabrielle added that the meeting pattern will differ at the June meeting, where the committee will dig deeper into vetting and evaluation and select projects for the portfolio.

Crista invited the committee to the workshop and different tabling events. She shared that Metro would provide materials and swags such as pencils and bandanas at the events. The goal of these events is to promote the project and submission opportunity as much as possible.

Committee members shared the engagement events that they'll be conducting independently: Urban Leagues will be at the Portland Saturday Market with gift cards and Urban Greenspaces Institute will hold an event. The team thanked the group and concluded the meeting.

Appendix A: Zoom Meeting Chat

00:18:01   Crista Gardner (she, her), Metro: Kate Sams absent; Kevin Hughes absent;
00:18:14   Crista Gardner (she, her), Metro: Theresa Huang will arrive at 5 pm
00:23:04   Gabrielle Brown (she/her/Mrs.) | Metro: And one more event: tabling @ M&M Marketplace in Hillsboro, Saturday 1pm-4pm
00:26:39   Gabrielle Brown (she/her/Mrs.) | Metro: If you want to drop by: 346 SW Walnut St, Hillsboro, OR 97123
00:26:49   Isaiah Jackman (he/him):   Reacted to "If you want to drop ..." with 👍
00:27:28   Gabrielle Brown (she/her/Mrs.) | Metro: ☐   91 ideas submitted (so far as of 5/9/23, excluding submissions pending translation or ineligible projects)
☐   91 responses to community survey (so far)
00:31:15   Gabrielle Brown (she/her/Mrs.) | Metro: https://arcg.is/GfC4y
00:36:16   Gabrielle Brown (she/her/Mrs.) | Metro: Roughly 30 from each idea-generating event
00:38:05   Brandon Goldner: Curious if this map link is public? I LOVE it. And I love how thoughtful the ideas are.
00:38:35   Gabrielle Brown (she/her/Mrs.) | Metro: Replying to "Curious if this map ..."

Yes, it is! And it's also linked from the primary project page.
00:38:49   Brandon Goldner: Reacted to "Yes, it is! And it's..." with ❤️
00:39:01   Crista Gardner (she, her), Metro:
      https://www.surveymonkey.com/r/YW3HN3N
00:40:42   Kim Hack-Davidson: Replying to "Curious if this map ..."

I'm actually not sure how to find the map from the Metro project page
00:45:05   Humberto Marquez Mendez, he/him: Welcome, Theresa!
00:45:14   Theresa Huang (she/hers):   thank you!
00:46:12   Humberto Marquez Mendez, he/him: Replying to "Curious if this map ..."

It should be towards the bottom of the "Share your ideas" tab
00:48:55   Kim Hack-Davidson: Replying to "Curious if this map ..."

Thanks, Humberto! Would you share your screen and show it? I see two survey links (project idea and general idea), but not the map still
00:50:36   Humberto Marquez Mendez, he/him: Replying to "Curious if this map ..."

Of course, I can show anyone interested when we break.
00:50:45   Theresa Huang (she/hers):   the children model (?) section
00:50:46   Kim Hack-Davidson: Reacted to "Of course, I can sho..." with ❤️
00:52:21   Kim Hack-Davidson: Replying to "Curious if this map ..."

Just found it scrolling further down on the page- thanks! It might be nice to have on the main project page side bar too
00:57:42   Kim Hack-Davidson: Bathroom facilities is a great intersection of needs from parks/public space to people experiencing houselessness too
00:58:18   Isaiah Jackman (he/him):   Great point Laura!
01:16:19   Kim Hack-Davidson: Will you send a meeting invite for June 6th and June 27th?
01:49:43   Kim Hack-Davidson: I like the idea of reviewing half too

01:51:19   Theresa Huang (she/hers):   I think I can manage to do half but am ok if we do 1/3 to make things easier for easier distribution to accommodate people who can't do half
01:51:37   Kim Hack-Davidson: I like the idea of randomizing it to mix it up and have different combinations of reviewers
01:57:09   Crista Gardner (she, her), Metro: Next steps: Expect project descriptions June 1 - 5
Vet projects June 5 - 19
Next meeting: June 27th
01:57:40   Theresa Huang (she/hers):   can you post the link again
01:57:44   Theresa Huang (she/hers):   sorry I was late to meeting
01:57:49   Gabrielle Brown (she/her/Mrs.) | Metro:
        https://www.surveymonkey.com/r/YW3HN3N
01:57:53   Theresa Huang (she/hers):   thank you
01:59:22   Elizabeth (They/She)| Metro: Thanks all!
01:59:23   Valentina Peng (they/she) | JLA Public Involvement: Thank you everyone! Have a great evening.
01:59:51   Humberto Marquez Mendez, he/him: Thank you for taking notes Valentina!
02:00:08   Crista Gardner (she, her), Metro: Turn off recording

Appendix B: Land acknowledgement – Oversight Committee

As we kick off this work on a committee charged with building on the legacy of investments in our region's natural spaces, we want to acknowledge that all of the Metro region, Oregon and the United States are Indian Land. The greater Portland area is built upon the ancestral homelands, villages and traditional use areas of multiple Indigenous tribes and bands who have stewarded these lands we cherish since time immemorial. The lands at the confluence of the Willamette and Columbia rivers have long served as a major crossroads for the economic, social and political interactions of tribal nations for thousands of years and a place of significance in the homelands and traditional territories of many tribal nations. We owe a special acknowledgement to the many tribes and bands and their descendants who ceded these lands in treaties with the United States. We recognize the strong and diverse tribal nations and Native communities in our region today and offer respect and gratitude for their stewardship of these lands past, present and future. Metro seeks to establish meaningful relationships and explore opportunities to collaborate and consider tribal priorities and interests in our work, including our parks and nature bond work. We are building our understanding of tribal interests in the greater Portland area as we implement our parks and nature work.   As we learn more, we hope to refine Metro's approach to land acknowledgements in the future; We recognize land acknowledgements are important and can be sensitive. We are hoping to learn more to integrate this into our work appropriately and in a good way honoring tribal interests going forward.

Step 1: Information Sharing and Idea Generation

Engagement Plan: Community Tabling Events

Dates/times:　　1. Centro de Bienvenida at Admin & Stuhr Center
4/14/2023, 3-5pm

2. Eid ul-Fitr at HMT Athletic Center
4/23/2023, 4-7pm

3. Asian American Youth Leadership Conference, Portland Lodge
4/25/2023, 10:30am-2pm

4. Hillsboro Arbor Day at Shadywood Park
4/28/2023, 10am-2pm

5. Dia de los Ninos at Cedar Hills Rec Ctr
4/29/2023, 10am-2pm

Community tabling events are intended to extend opportunities to spread information and enthusiasm about the idea gathering phase, and increase participation in the idea submission process. Tabling principally occurs at events hosted by agency and community partners, benefiting from formal and informal promotion by these hosts. This arrangement increases the likelihood of connecting with people who have not heard of the program or are not already active in parks and nature circles. Events selection has attempted to reach as broad a range priority communities as possible within the limited time frame. As with all of the events in this phase, program and materials should promote a spectrum of engagement, from simple hand-out flyers and swag that would encourage people to find out more from home to facilitated idea submission via paper or an on-site device. Just showing up and being a positive presence will help raise awareness and encourage participation.

Additional tabling presence beyond these events would be a benefit if Metro and partners are able to staff them. One possibility would be the farmers markets in the district, which would be a great way to extend geographic reach, including Cornelius Fridays 6/2-9/29, Hillsboro Saturdays 4/29-10/28, and Aloha Thursdays after 6/4.

Outreach & Promotion
Promotion strategywill rely on event hosts, but Metro and partner agencies can advertise their presence through mailing lists and social media accounts.

Program
During tabling events, it is important not to put unrealistic expectations on how long people will be able to spend engaging about the CCG program (what with all the other fun competing for their attention!). Talking points should echo those of the Idea Generating events, without as much expectation that participants will be able to complete a series of stations or submit a completed idea form. The primary messages are that the program centers the perspectives and ideas of the community, and that idea submission is open (for a limited time), and that it is the people's choice as to what gets funded.

Participants will be encouraged to think about two primary questions: what does their community need, and how can the program help to meet that need. The first question will be prompted via storytelling and voice recordings, the second with facilitated idea submission.

Materials Required
- Project zines
- Project coloring books
- Metro and project swag
- Idea generating event flyers
- Contact sign-up sheets
- Small/consolidated version of process posters on easel
- Project inspiration poster on easel
- Idea Submission paper forms
- Devices with idea submission form access

Physical Set-up and/or IT Requirements
- Metro table swag and banner
- Program materials, laptop/ipad
- Mobile hotspot for wireless internet access
- Recording equipment for storytelling

Interpretation
Spanish language and ASL interpreters needed for events 1, 4, and 5. Arabic interpretation needed for event 2. Some research is needed to understand what languages would best meet the needs of linguistically isolated people likely to attend Hillsboro's Arbor Day event.

Project Team Roles
- The events listed will be staffed by at least one team member from Metro and one from the consultant team.
- Interpretation: IRCO

Step 1: Information Sharing and Idea Generation
Engagement Plan: Community Kickoff and Idea Generating Events

Events info: Saturday, April 8, 2023 11pm-1pm
               Shute Park Library in Hillsboro

               Wednesday, April 19, 2023 5pm-7pm
               Tualatin Hills Nature Park, Beaver Den

The Community Kickoff and Idea Generating Events initiate the idea submission period of Step 1. This event is intended to be as interactive and dynamic as possible, with presentation of program information kept to a minimum. Rather than proceeding through an agenda, the event is organized around activity stations that will invite participants to share their stories, engage in creative activities, brainstorm and finally submit their ideas through the digital submission platform. The goals are to get people excited to participate, collect qualitative information about cultural specific needs and uses of green space, and to provide clarity on the timeline and constraints of the process. Participants will be invested in the idea submission process and be motivated to tell others to submit their own ideas or add support.

Summary Agenda/Stations
1. Program Presentation – 10 mins (Metro/Consultants)
2. Welcome Station
3. Station 1: Storytelling
4. Station 2: Inspiration
5. Station 3: Imagination
6. Exit station

Outreach & Promotion
Promotion for the event will happen through three major coordinated channels of communication.

1. Metro
   a. Create social media posts
   b. Project website
   c. Email lists

2. Consultants
   a. Direct dialog with contacts at priority CBOs, building on relationships developed leading up to the information sharing sessions
   b. Facilitate word-of-mouth promotion via the networks of community design advocates
   c. Produce and distribute event flyers and outreach materials
   d. Produce assets for use in developing social media posts

3. Partner agencies
   a. Social media posts
   b. Email lists
   c. Distribute event flyers
   d. Promote via events and programs

Materials
• Printed and digital event flyers
• Locally distributed drawing/writing activity event cards
• Social media assets and posts

Graphic assets for social media posts will be prepared and distributed by Metro/consultants. Potential strategy: One post for each of the program goals (build wealth, mental/physical health, connect with land, universal access).

Participation Level
20-40 per event (40-80 total)

Stations

Opening/General
Metro and/or consultants will welcome participants and present a short program introduction. Will need a projector/large monitor for slides.

Project Team Roles
• Presenter(s)
• One person to run slides

Welcome Station
While there will be a short program presentation at the beginning of the event, we expect people to drop in throughout the two hours. Participants will be encouraged to move through stations in order, but are not required to do so. It will be critical to provide distributed orientation and wayfinding via facilitators and materials.

Additionally, a variety of take-home materials will be distributed here.

Project Team Roles
• Greeter
• Interpreters (when not accompanying a participant)

Materials
• Program introduction poster
• Process poster
• Timeline poster
• Project types poster
• Checklist of activities
• Raffle tickets

Take-home materials
• Info sheet flyers
• Process zine
• Coloring books

Station 1: Storytelling
This station is about people's **experiences**. Encouraging participants to communicate their relationship with green space and how it impacts their lived experience will prime them to consider the changes they want to see. Responses will be verbal or written. Verbal responses will be documented with video or voice recordings, which can then be played back on a projector/monitor at Station 2. Written responses will be on speech bubble cutouts, and posted along with polaroid portraits.

Facilitators will start conversations and document responses.

Prompts:
Tell us a story about... an experience(s) you have had experiencing joy outdoors.
Tell us about one of the most difficult experiences you have had in accessing or enjoying the outdoors.
What difficulties / challenges have you seen for your community in accessing or enjoying the outdoors?
Where do you feel connected to the earth, and why?

Project Team Roles
• Facilitator
• Videographer/photographer
• Partner (listening role)

Materials
• Wayfinding + instructions
• Speech bubble cards
• Polaroid camera/film
• Phone camera(s)
• Boards to post
• Raffle tickets

Station 2: Inspiration

This station is about getting people's juices flowing. Participants will react to inspiration boards, which will show in-process and built photographs for the kinds of projects likely to be funded through the program. This could also include the graphic/written interpretations of bond criteria as a way of connecting the higher level goals and aspirations of the bond with project ideas. Playback of people's stories from Station 1 will provide additional inspiration.

Participants can react directly on the boards by adding dots, emoji stickers, and drawing/writing on post-it notes. No facilitation is needed.

Materials
• Wayfinding + instructions
• Boards with inspiration images
• Reaction tools
• Bond criteria poster
• Raffle tickets

Station 3: Imagination

This station is where ideation gets organized into project idea submissions. The past experiences, questions, and concerns of participants are connected to opportunities for change via community choice grant ideas. Participants can draw, collage, write, and build physical models to ideate on potential project ideas. This ideation can result in finished ideas submitted into the digital platform, or it can a starting point that people will take home and into their communities to complete. Either way, the results of their work will be documented and posted on boards.

Facilitators will orient participants to the station and provide materials, prompt activities, create project base maps, and assist with submission forms.

Project Team Roles
• Facilitator
• Documentation/photographer
• Partner (responsive role)

Materials
• Wayfinding + instructions
• Drawing materials, collage materials, and model building materials
• Idea submission form (paper)
• Laptop with external monitor
• Printer

- Polaroid camera/film
- Boards to post
- Raffle tickets

Exit station

This station is intended to thank participants, distribute raffle prizes, and give out party favors. It is also intended to facilitate questions and concerns around the process, collect information to help us understand who participants are, and to talk about next steps in the process. Participants will be asked to fill out exit surveys with demographic information matching the project submission form, and a member of the Metro project team will be there to provide confidence in the process and talk through the next phases of the program.

Project Team Roles
- Survey/raffle facilitator
- Metro representative

Materials
- Raffle prizes (gift certificates/swag)
- Exit surveys, including demographic questionnaire
- Party favors (nature-themed branded swag, such as magnifying glasses, field notebooks, and plant/bug stickers)

Incentives and Amenities

Raffle

The primary incentive will be a raffle for local business gift certificates and swag. Tickets will be distributed to every participant that brings a completed speech bubble card and each time they complete an activity at Stations 1, 2, or 3.

Food

Food from a locally-owned business (potentially, Amelia's in Hillsboro and Seoul Grill in Aloha) will be provided and served buffet style.

Children's activities

Children's activities will be coordinated with host institutions, and will include community choice grants coloring books and other child friendly creative activities that are thematically related to the program. The intent will be that parents will be able to participate in station activities with minimal distractions.

Physical Set-up and/or IT Requirements

- For each station, will need tables, chairs, poster and bulletin board easels
- Multiple laptops and monitor for Station 3
- Microphone/speaker to call out raffle winners
- Buffet tables, beverage dispenser, plates/cutlery
- Children's activities setup

Interpretation

Interpreters for Spanish language, ASL, and any specific additional language needs identified during preliminary outreach will be present and available for any participant in need of their services.

Project Team Roles

- Presenters: Metro (Crista), Knot (Michael)
- Station Facilitation: Knot, Colloqate, and partner staff
- Event logistics: Metro (with consultant and partner support)
- Interpretation: IRCO
- Floating hosts: partner agency and Metro staff circulate to make attendees feel welcome and integrated

Nature in Neighborhoods Community Choice Grants

Announce / Invite to Idea Generating Workshop
Email
March 24, 2023

From Washington County Partners / Metro
Hello,

Please join us and invite your community to an Idea generating workshop on April 8 at Shute Library or April 19 at Tualatin Hills Nature Center! You can also share your ideas right now at OregonMetro.gov/CommunityChoice.

Metro's Nature in Neighborhoods community choice grants put community members in the lead to imagine, design and choose parks and nature projects. Your ideas and votes have the power to help shape the future parks and natural areas in your neighborhood. Metro will invest up to $2 million in projects imagined by you and your neighbors in Metro Council District 4 in Washington County.

The Idea generating workshops are a chance to imagine new and improved parks and natural spaces in your neighborhood, meet the team, and learn more about Metro's Nature in Neighborhoods community choice grants. There will be fun hands-on activities for all ages, children's activities, food, and raffle prizes to eat at local restaurants! Drop ins are welcome!

Idea generating workshop #1
Saturday, April 8, 11 a.m. to 1 p.m.
Shute Park Library in Hillsboro
Interpretation in ASL and Spanish will be provided.
Food and beverages from a local restaurant will be provided.

Idea generating workshop #2
Wednesday, April 19, 5 p.m. to 7 p.m.
Tualatin Hills Nature Center in Beaverton
Interpretation in ASL, Spanish, Mandarin, and Vietnamese will be provided.
Food and beverages from a local restaurant will be provided.

These grants are available thanks to voters choosing to invest in parks and nature when they approved Metro's 2019 parks and nature bond measure.

For more and current information, please visit the website: OregonMetro.gov/CommunityChoice

Flyer attached.

Hello [],

I hope you have been enjoying these first weeks of spring! [It was great seeing you/We missed seeing you] at our information sessions last week. To look back at what was shared, you can find a recording of the session HERE.

So what's next? We hope you can join us and invite your community to an Idea generating workshop!

This is a chance to imagine new and improved parks and natural spaces in your neighborhood, meet the team, and learn more about Metro's Nature in Neighborhoods community choice grants. There will be fun hands-on activities for all ages, children's activities, food, and raffle prizes to eat at local restaurants! Drop ins are welcome!

There are two opportunities to participate (flyer attached)!:

Idea generating workshop #1
Saturday, April 8, 11 a.m. to 1 p.m.
Shute Park Library in Hillsboro
Interpretation in ASL and Spanish will be provided.
Food and beverages from a local restaurant will be provided.

Idea generating workshop #2
Wednesday, April 19, 5 p.m. to 7 p.m.
Tualatin Hills Nature Center in Beaverton
Interpretation in ASL, Spanish, Mandarin, and Vietnamese will be provided.
Food and beverages from a local restaurant will be provided.

For more and current information, please visit our website: OregonMetro.gov/CommunityChoice

Nature in Neighborhoods Community Choice Grants: Community Survey

Thank you so much for taking the time to share your thoughts on parks and natural areas in your community. The Nature in Neighborhoods community choice grants gives you the power to shape the nature of your neighborhood.

By answering these questions, you can help Metro identify projects that will help create the types of parks and natural areas imagined by you. You can also submit your own project idea at oregonmetro.gov/CommunityChoice starting April 8. See the website to learn all about this exciting opportunity to shape parks and natural areas in your community.

What kinds of projects are eligible?

Eligible projects must result in a physical thing publicly owned by a local government, like a city, school district, or parks district. These grants can't be used for programs like nature education classes or swim lessons. Here are a few examples of projects that could be funded:

- A path in your favorite park
- Preserving trees in your neighborhood
- Nature play area at your school
- Benches on a trail
- Restore a neighborhood stream
- Transform an empty lot into a park

[Learn more about what type of projects are eligible on the project page.](#)

Tell us about yourself!

Nature in Neighborhoods Community Choice Grants: Community Survey

* 1. Zip code:

How do you use parks and natural spaces in your community?

2. Please check all that apply. My favorite parks and natural areas I've used in my community are:

☐ Play areas like nature playgrounds

☐ Natural areas like wetlands or woodland areas

☐ Spaces like pollinator gardens or habitats

☐ Paths and trails

☐ Trees in my neighborhood

☐ Other (please tell us):

3. Please check all that apply. Why do you visit parks and natural spaces in your community?

- ☐ To experience nature

- ☐ Physical health and exercise

- ☐ Mental health and relaxation

- ☐ Social time with family and friends

- ☐ Cultural activities or events

- ☐ Activities organized by Metro or another agency or community organization

- ☐ Other (please tell us):

How do you feel using parks and natural spaces in your community?

4. What do you like about the parks and natural spaces in your community?

5. What do you dislike about the parks and natural spaces in your community?

6. Tell us about the last time you had a great experience in a park or natural space? What made it great?

7. Tell us about the last time you had a challenging or harmful experience in a park or natural space? What made it challenging or harmful?

We understand if you do not want to share these experiences. Please only share what you feel comfortable sharing.

[   ]

What kinds of parks and natural spaces do you want in your community?

8. Please check all that apply. What types of parks and natural spaces would you like to see in your community?

☐ Large or community parks

☐ Small neighborhood or pocket parks

☐ Community gardens

☐ Botanical gardens

☐ More play areas like nature playgrounds

☐ More natural areas like wetlands or woodland areas

☐ Improved habitat for fish and wildlife

☐ More spaces like pollinator gardens or habitats

☐ More paths and trails

☐ More trees in your neighborhood

☐ Other (please tell us):

[   ]

9. Please check all that apply. How could the parks and nature spaces in your community be improved?

☐ More facilities like bathrooms, tables, or lighting

☐ More or better picnic or gathering areas

☐ More areas to sit and lounge

☐ More shaded places to escape the heat

☐ More accessibility features like benches, ramps, or wheelchair-accessible paths

☐ More or better signage to help navigate.

☐ More ways to access help (such as call boxes or information booths)

☐ Well-kept trails and paths

☐ Other (please tell us):

Nature in Neighborhoods Community Choice Grants: Community Survey

The following questions help Metro understand how you feel about governmental decision making. Your responses will help us evaluate our programs and improve future efforts.

The following questions are optional.

10. I am convinced of the value of participating in government decisions.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

11. I know how to be involved in government decisions.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

12. I feel comfortable participating in government decision-making.

- ◯ Not at all
- ◯ A little
- ◯ Somewhat
- ◯ Considerably
- ◯ Very Much
- ◯ Not applicable

13. I have confidence that my voice will be heard in government decision-making.

- ◯ Not at all
- ◯ A little
- ◯ Somewhat
- ◯ Considerably
- ◯ Very Much
- ◯ Not applicable

14. I expect my contributions will make a difference.

- ◯ Not at all
- ◯ A little
- ◯ Somewhat
- ◯ Considerably
- ◯ Very Much
- ◯ Not applicable

15. I trust my contributions will not be misappropriated.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

16. I take opportunities to be involved in government decision-making processes.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

17. I see the government being proactive in taking more steps toward racial equity.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

18. I expect my values to be considered carefully by governments.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

19. I trust government to honor my culture.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

20. I feel confident my experiences are centered in government decision-making.

○ Not at all

○ A little

○ Somewhat

○ Considerably

○ Very Much

○ Not applicable

Nature in Neighborhoods Community Choice Grants: Community Survey

Tell us more about you! (If you'd like, it's optional.)

Optional: This information will not be visible to the public.

The following questions help decision makers at Metro know if we are hearing from a representative group of people reflecting the region's diverse communities and broad range of experiences. You are not obligated to complete it, but we would like to know more about you!

21. What county do you live in?

○ Multnomah

○ Washington

○ Clackamas

○ Other (Please specify):

[   ]

22. Which of the following ranges includes your age?

○ Under 18

○ 18-24

○ 25-34

○ 35-44

○ 45-54

○ 55-64

○ 65-74

○ 75 and older

○ Prefer not to answer

23. Within the broad categories below, where would you place your racial or ethnic identity? (Select all that apply)

☐ Native American, American Indian or Alaska Native

☐ Asian or Asian American

☐ Black or African American

☐ Hispanic or Latino/a/x

☐ Native Hawaiian or Pacific Islander

☐ White

☐ Prefer not to answer

☐ An ethnicity not included above (please specify):

[   ]

24. What is your gender?

◯ Woman

◯ Man

◯ Non-binary, Genderqueer or Third Gender

◯ Prefer not to answer

◯ A gender not listed above (please specify):

[   ]

25. Do you identify as transgender?

◯ Yes

◯ No

◯ Prefer not to answer

26. What are your pronouns?

○ she/her/hers

○ he/him/his

○ they/them/theirs

○ Prefer not to answer

○ Other (please specify):

[   ]

27. Do you live with a disability? (Select all that apply)

☐ Hearing difficulty (deaf or having serious difficulty hearing)

☐ Vision difficulty (blind or having serious difficulty seeing, even when wearing glasses)

☐ Cognitive difficulty (because of a physical, mental or emotional problem, having difficulty remembering, concentrating or making decisions)

☐ Ambulatory difficulty (unable or having serious difficulty walking or climbing stairs)

☐ Self-care difficulty (unable or having difficulty bathing or dressing)

☐ Independent living difficulty (because of a physical, mental or emotional problem, unable or having difficulty doing errands alone)

☐ No disability

☐ Prefer not to answer

☐ A disability not listed above (please describe):

[   ]

28. What language or dialect is used most in your home? (Select one)

○ American Sign Language

○ Arabic

○ Cantonese

○ Chuukese

○ English

○ Japanese

○ Karen

○ Korean

○ Mandarin

○ Mon-Khmer

○ Nepali

○ Persian

○ Romanian

○ Russian

○ Somali

○ Spanish

○ Tagalog

○ Ukrainian

○ Vietnamese

○ Prefer not to answer

○ A language or dialect not listed above (please describe):

[   ]
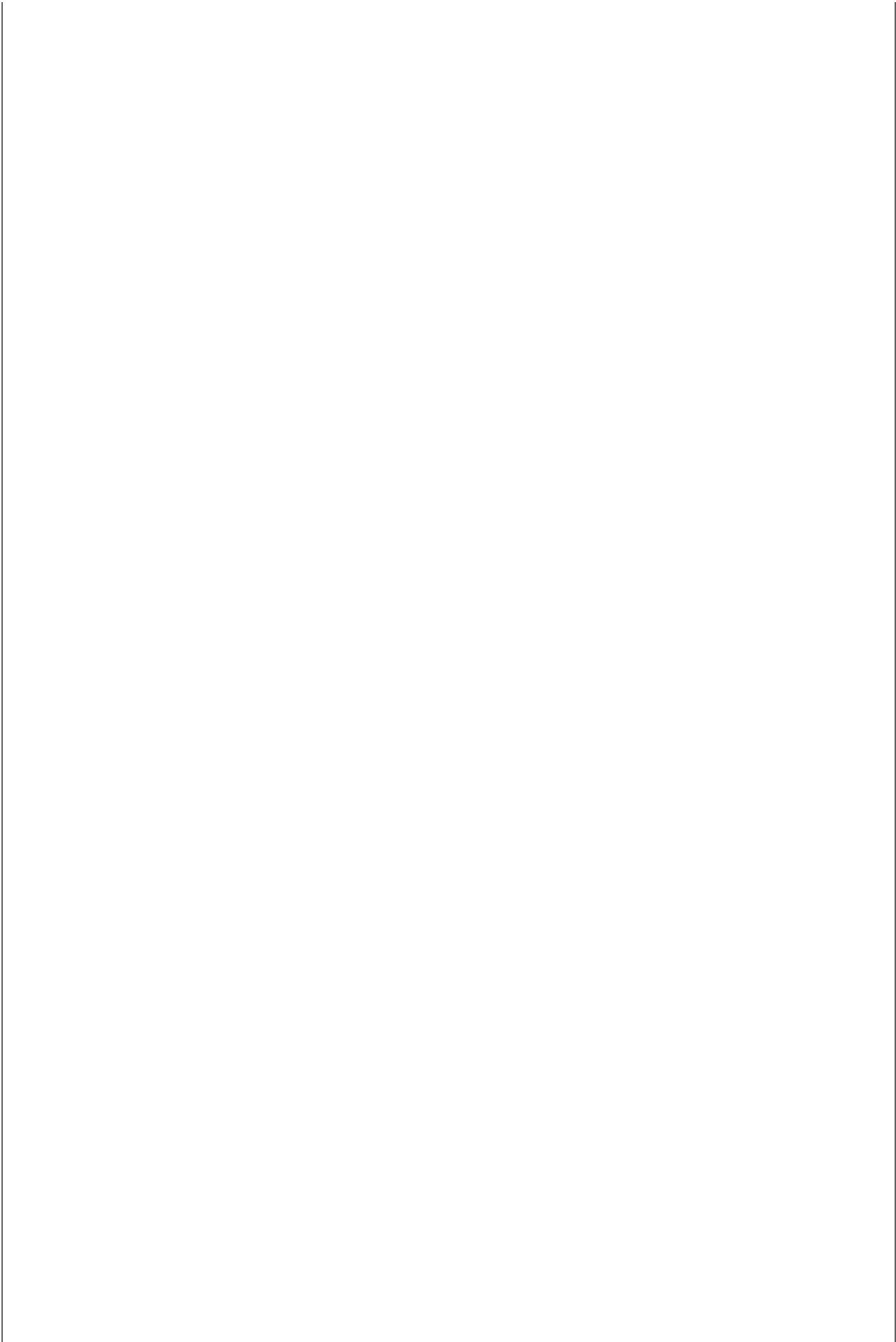
29. What is your education experience?

○ Less than high school

○ Some high school

○ High school diploma

○ Some college or an associate's or 2-year technical degree

○ Bachelor's degree

○ Post-graduate degree

○ Prefer not to answer

○ Other (please describe):

[   ]

30. Which of the following best represents the annual income of your household before taxes?

○ Less than $10,000

○ $10,000 to $19,999

○ $20,000 to $29,999

○ $30,000 to $39,999

○ $40,000 to $49,999

○ $50,000 to $74,999

○ $75,000 to $99,999

○ $100,000 to $149,999

○ $150,000 or more

○ Don't know / Prefer not to answer

Thank you so much for taking the time to complete this survey. Your responses will help us identify projects in your community to propose for funding.

Click SUBMIT below to submit your survey. When you do, you'll be redirected to the Community Choice Grants project page, where you can submit your own project idea!

Event listing

Event name:

Nature in Neighborhoods community choice idea generating workshop

Summary

Share your ideas for future parks and natural areas in your neighborhood

Event description

Have you ever wanted to help design a park for your neighborhood? Do you wish you could bring nature closer to your community? Do you have ideas that could make your neighborhood's shared public spaces greener?

Metro's community choice grants fund your parks and nature project ideas.

You have the power to shape the nature of your neighborhood!

Up to $2 million will be awarded throughout parts of Washington County for parks and nature projects imagined and chosen by you and your neighbors, making the region better for everyone and investing in communities often left out of government decision-making.

Join you neighbors and community members to share your ideas with Metro, Tualatin Hills Park & Recreation District, the City of Hillsboro and…

A meal will be served and childcare will be provided.

Make your voice heard.

Simultaneous interpretation in Spanish and ASL will be provided. Additional language support available upon request.

Learn more

Date

10:30am – 1:30pm

Time

10:30am – 1:30pm

Reservation link

Online meeting link

Title

Online meeting ID

Online meeting password

Online meeting telephone number

Location name

Shute Park Library

Address

775 SE 10th Ave, Hillsboro, OR 97123

Categories

Contact

Community investments

Event type: meetings, nature activities, community events

Topics: parks and nature

Tags: homepage, nature in neighborhoods

Accessibility: interpretive services

Project: community choice grants

Commented [CE1]: These are all tags you can choose in a menu

Nature in Neighborhoods community choice grants

Share your parks and nature project ideas.

Vote for your favorites.

Comparta sus ideas para proyectos de parques y áreas naturales.

Vote por sus favoritos.

Metro

It's your choice

Have you ever wanted to help design a park for your neighborhood?

Do you wish you could bring nature closer to your community?

Metro's community choice grants fund your parks and nature project ideas. Up to $2 million will be awarded throughout parts of Washington County for parks and nature projects imagined and chosen by you and your neighbors, making the region better for everyone and investing in communities often left out of government decision-making.

Share your ideas, vote for your favorites, and tell us what projects should be funded.

Share your idea by May 14

Scan to learn more.

Use su celular para escanear este código y obtener más información.

oregonmetro.gov/CommunityChoice

¡Es su decisión!

¿Alguna vez ha querido ayudar a diseñar un parque en su vecindario?

¿Le gustaría que la naturaleza este más cerca de su comunidad?

Los fondos de elección comunitaria de Metro financiaran proyectos de parques y áreas naturales. Se otorgarán hasta $2 millones de dólares a partes del Condado de Washington para proyectos de parques y áreas naturales diseñados y elegidos por usted y por sus vecinos, haciendo que la región sea mejor para todos e invirtiendo en las comunidades que a menudo han sido relegadas por los gobiernos en decisiones impactando a la comunidad.

Comparta sus ideas, vote por sus favoritas, y díganos qué proyectos deben ser financiados.

Comparta sus ideas antes del 14 de mayo

Printed on recycled-content paper.

Metro

600 NE Grand Ave.
Portland, OR 97232-2736

INK FREE AREA
3.75" w x 2.75" h

Talking points and FAQ

Nature in Neighborhoods community choice pilot

Main points

- The Nature in Neighborhoods community choice grants gives the people of greater Portland a direct say in which parks and nature projects to fund in District 4.

- Community members will come up with the project ideas; they'll work with Metro and local governments to develop those ideas into viable projects; and then they will vote on which projects will get funding.

- Ideas can be submitted at oregonmetro.gov/CommunityChoice

- Anyone in the region over the age of 11 can submit a project idea and anyone be able to vote for the projects they want to see funded.

- The pilot Nature in Neighborhoods community choice grants will award up to $2 million in funding. Individual grants will be between $10,000 and $250,000. The exact number and amount of grants will depend on projects community members support.

Frequently asked questions

What is the process for selecting projects?

The Nature in Neighborhoods community choice grants process has three steps: idea collection, project development and community voting. Through each of these steps, the grants team works directly with community members to collect ideas, create viable projects and provide information to voters picking their preferred projects.

Idea collection: During this first phase, community members will be able to submit their ideas for parks and nature projects in District 4. Metro will hold a series of community events and online information sessions. Community members can learn more about how to submit a project idea and the types of projects that qualify for the grants. We want this process to be accessible for community members who may have never created a project or applied for a grant. The idea submissions will be much simpler than standard grant applications.

Metro will also conduct a community survey about what types of parks and nature projects community members want funded. This survey will be of folks in District 4. Metro will then play matchmaker to find local projects that meet these priorities.

After collecting project ideas, Metro staff will sort through the ideas based on the state rules and parks and nature bond criteria. Projects that meet these requirements will move on to the project development phase.

Project development: This is when projects are taken from a simple concept to a complete project proposal including construction designs, a budget and other information community members will need when voting on possible projects to fund.
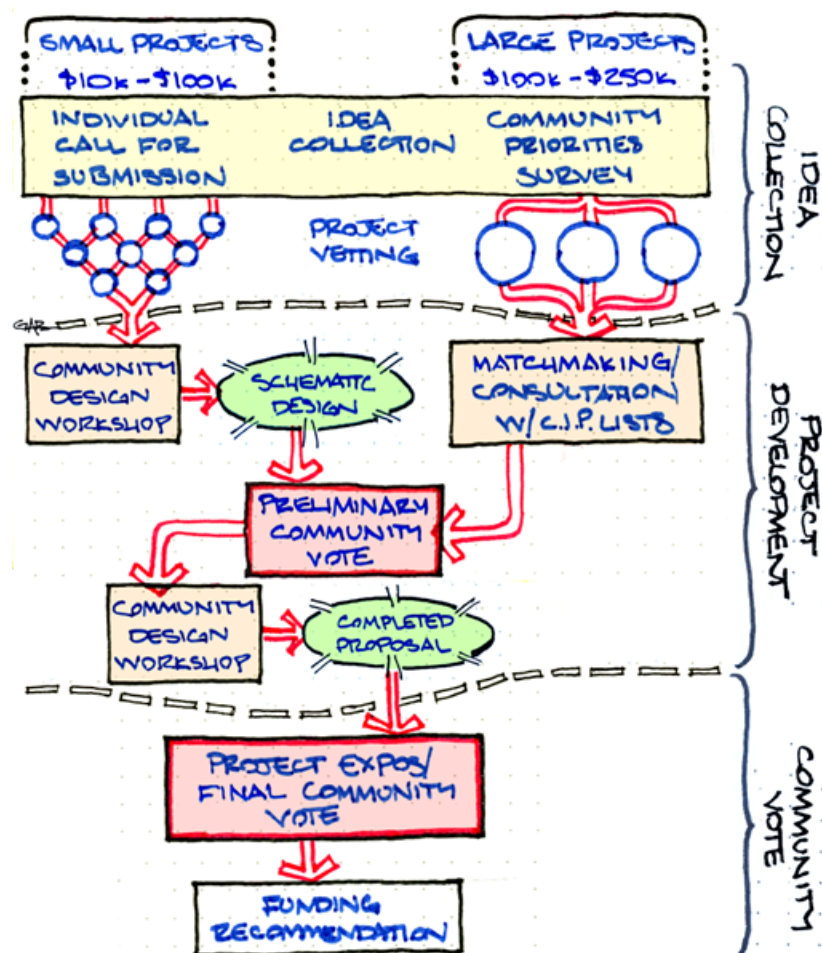
Community members who submitted ideas will have the opportunity to work with professional park planners and conservation scientists to develop their idea. If the person who submitted an idea is able to be part of the

development process, staff will do their best to create a feasible project based on the idea. Community design workshops will pair community members with staff from local park providers, including Tualatin Hills Park and Recreation District. Community members and parks and nature staff will work together to create complete project proposal.

Community voting: After project proposals have been fully developed, those ideas are presented to the community for two rounds of ranked-choice voting. The first vote will be limited to people who live in District 4. The second vote includes all of greater Portland. Anyone in greater Portland 12 or older is eligible to vote. In-person voting will be available in District 4 and community members may also vote online through a secure voting platform.

The first round of voting will narrow the pool of projects. Those projects will then be further developed to provide more detail and plans.

During the final vote, several project expos will be held in District 4. There, community members can learn more about the projects and cast their votes. Community members may also vote online for the final vote.

Are there limits on what kinds of projects can be funded?

Yes, there are. The short answer is the project has to be a physical structure or piece of land that is publicly owned. Because funding is from Metro's parks and nature bond, it needs to be something that supports nature, connects people with nature or does both.

One of Metro's roles in this program is to help take the great ideas in our community and shape them into something that meets the rules governing capital bonds.

Under Oregon law, money from a bond can only be used on capital projects, which means buildings, infrastructure or land. Metro can't use the bond for things like nature education programs, small restoration projects or repairs to existing buildings. However, Nature in Neighborhoods has education and outdoor experience grants and community stewardship and restoration grants that can fund these types of projects.

Where is District 4?

District 4 includes most of the cities and unincorporated areas of northern Washington county. It covers Forest Grove, Cornelius, most of Hillsboro, as well as Beaverton and the unincorporated communities north of Highway 8.

Who is eligible to vote?

The preliminary vote will be limited to anyone living in District 4 who is 12 years old or older. For the final vote, anyone in greater Portland 12 years old or older is eligible to vote for their favorite projects. For both votes, voters will provide Metro their age and ZIP code to verify their eligibility.

Both votes will be ranked-choice.

Who can submit ideas?

Anyone in greater Portland 12 years old or older can submit project ideas. Metro will ask participants to provide their age and ZIP code.

How will people be able to vote?

Voting can be done online and in person. Metro will hold several small events in community spaces where voting can be done in person.

How will large projects be chosen to send to voters?

Metro will also conduct a community survey about what types of parks and nature projects community members want funded. This survey will be of folks in District 4. Metro will then work with parks providers in District 4 to identify projects that meet the survey results. This set of projects will be included in the first vote.

Why was District 4 selected for the grant location?

Metro chose to focus the pilot on one district primarily to create more meaningful engagement with community members participating in the process. District 4 was chosen because of its diversity across a range of demographic factors, including race, ethnicity, income and political participation. It also has several areas that need parks and natural areas.

District 4 also has several park providers who have committed staff resources and expertise to support the pilot.

Why is Metro trying this new approach to grantmaking? (Alternate framing: why is Metro wasting time reinventing the wheel?)

Community members have been clear that they want a greater say in Metro's parks and nature projects. That led to the Metro Council making meaningful community engagement a criteria for programs across the 2019 parks and nature bond measure. Voters overwhelmingly approved the bond.

The bond also called on Metro to create a pilot grant program modeled on participatory budgeting principles. Key among those is soliciting ideas from community members and then putting those ideas up to a vote.

Because Oregon law requires bond dollars be spent on capital projects, and because it takes a great deal of technical expertise to even propose a capital project, the bond-funded Nature in Neighborhoods grants received submissions only from local governments and well-established nonprofits. These have been fantastic projects. A goal of the pilot is to see if there was a way for Metro to receive ideas directly from community members and then collaborate with them and local park providers to develop parks and nature projects.

This is a big switch in how Metro has done capital grants projects. That's why we're trying a pilot first.

Is the pilot replacing the standard Nature in Neighborhood's grants?

Nope. The Nature in Neighborhoods capital grants are open now. We expect the majority of the bond's grant dollars to be awarded through the capital grants program. And the Nature in Neighborhoods nature education grants and community stewardship and restoration grants are going strong.

How will the project advance Metro's racial equity goals?

A consistent goal at Metro is to reach communities that governments have not listened to or whose needs and goals have not been prioritized in the past. Often, these are communities that have been harmed by government actions. That harm is often ongoing.

To repair and build relationships between these communities and Metro, we are committing staff time and resources to meaningfully engage with communities of color, Indigenous community members, folks with low incomes, among other communities. The grants team is working with partners in District 4 to create workshops and project expos in spaces where people of color already gather. These events will be focused events to build trust and to really understand the priorities of these communities.

The hope is these efforts will lead to project ideas that meet the needs of these communities, which will also improve parks and nature for everyone in the region.

Along with these focused community engagement events, there will be events for the entire community to share their project ideas and vote on their favorite ideas from their neighbors.