

McLOUGHLIN MEMORIAL ASSOCIATION

713 Center Street Oregon City, Oregon 97045 503/656-5146

January 24, 2014

Oregon City Civic Improvement Trust
P.O. Box 3040
Oregon City, Oregon 97045-0304
Attention: Michelle Beneville

Dear Michele,

Tax season is upon us and I have my final payroll document from our accountant. Enclosed is the final report for the McLoughlin Memorial Association's 2013-2014 OCCIT grant. We are very thankful for assistance of the grant in helping us fulfill our goal of the William L. Holmes House becoming a recognized tourism destination.

I am submitting reimbursement in the amount of \$1,283.78. The amount of the grant was \$1,390.00. One of our part-time docents was unable to complete their assignment and at the late date we were unable to hire a replacement.

Thank you to the OCCIT and their support in our efforts. Please don't hesitate to contact me if you have questions.

Sincerely,



Denyse C. McGriff
MMA Grants Manager



The McLoughlin House, 1846, National Historic Site

The Rose Farm, 1848

Barclay House, 1850



Oregon City Civic Improvement Trust Tourism Grant Exit Report

This form is to be filled out within 30 days of completion of the OCCIT grant project. Please limit responses to the space provided. If available, please attach any event photo and any promotional material samples (advertisements, flyers, posters, etc.)

When complete please submit to Michele Beneville at City Hall, 625 Center Street. Failure to provide this final exit report will make project Sponsor ineligible for future OCCIT grants.

Project Title Holmes House Visitation Project

Organization McLoughlin Memorial Association

Project Coordinator Denyse McGriff & Mike Jarrett Phone 503-656-5146

Email dr.mcloughlin@earthlink.net / guttmcg@msn.com

1. Brief project description:

The project was to increase the knowledge of and visitation to the William L. Holmes House. The project helped pay for a paid docent(s) to assist the volunteers in opening and staffing the Holmes House.

2. Description of project accomplishments:

During the open season the following events took place:

June- opening day; music of the late 18th and early 19th century and exhibit about the Oregon City Woolen Mill and a display blankets produced by it;

July- celebration of then 237th birthday of the United States, flag ceremony by local boy scouts and ice cream social; exhibit of early day Oregon city photos, paintings and graphics

August- Art on the Lawn- collaboration with the local artist & the 3 Rivers Artist Guild;

First Oregon Ladies group picnic and croquet event

exhibits, demonstrations and sales of art. Refreshments;

September- Open house for all neighborhood associations and refreshments

October- Spirits of Oregon City- cancelled due to the government shutdown in October 2013

December -Heritage Holiday open House- story telling and music of the period.

3. Measures of performance (i.e. number of people served; effect of the project on tourism):

Date	Oregon City	Clackamas County	Oregon Non-local	Out of State	Non-US	Total
Sat 6/1/13	6	3	4	1	0	14
Sat 6/8/13	8	1	0	0	0	9
Sat 6/15/13	2	0	2	0	0	4
Sat 6/22/13	5	3	2	2	0	12
Sat 6/29/13	2	1	0	1	0	4
Sat 7/6/13	28	6	3	6	2	35
Sat 7/13/13	5	2	0	0	0	7
Sat 7/20/13	9	9	0	1	0	19
Sat 7/27/13	1	2	0	3	0	6
Sat 8/3/13	3	2	3	0	0	8
Sat 8/10/13	2	2	0	0	0	4
Sat 8/17/13	9	7	3	2	0	21
Sat 8/24/13	4	3	1	2	0	10
Sat 8/31/13	2	1	2	0	0	5
Sat 9/7/13	9	9	0	0	0	18
Sat 9/14/13	6	1	5	1	0	13
TOTAL	101	52	24	19	2	198

INTERPRETIVE REPORT (Formal-Guided Tour/Informal- grounds-porch)

DATE	Formal/Tour	Informal/No Tour	Total
Sat 6/1/13	10	5	15
Sat 6/8/13	4	14	18
Sat 6/15/13	3	1	4
Sat 6/22/13	10	4	14
Sat 6/29/13	1	3	4
Sat 7/6/13	20	25	45
Sat 7/13/13	5	2	7
Sat 7/20/13	9	10	19
Sat 7/28/13	6	4	10
Sat 8/3/13	6	5	11
Sat 8/10/13	4	10	14
Sat 8/17/13	12	60	72
Sat 8/24/13	5	16	21
Sat 8/31/13	4	1	5
Sat 9/7/13	14	0	14
Sat 9/14/13	7	6	13
TOTAL	116	166	282

4. List additional sponsors of the project:
 Three Rivers Artist Guild
 Rose Farm Management Committee

5. How were OCCIT grant funds spent?
 The funds for spent on staffing (docents), and event expenses.

6. Final budget:

Suggested List (not inclusive)	(A) OCCIT Tourism Grant Dollars	(B) Matching Funds (Cash)	(C) In-Kind Matching	(D) Total
Personnel Services (salaries, administration)	\$ 689.16	\$ 938.91	\$ 4,500.00	\$ 6,128.07
Project Administration costs (clerical, advertising, graphics, printing, postage)	\$ 594.62	\$ 975.00	\$	\$ 1,569.62
Materials	\$	\$	\$	\$
Equipment/Supplies	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$
Event Costs	\$	\$ 50.00	\$	\$ 50.00
Transportation Costs	\$	\$	\$	\$
Insurance Costs (if needed)	\$	\$	\$	\$
Additional Expenses (list)	\$	\$	\$	\$
Totals	\$ 1,283.78	\$ 1,963.91	\$ 4,500.00	\$ 7,133.78