



**OREGON  
CITY**



**Metro**

## Enhancement Grant Program Application

Before filling out this form, please read the Enhancement Grant Program Information for complete submittal instructions and to be sure that your proposal qualifies for funding. Applications received after the deadline will not be accepted. Liability insurance coverage may be required. Limit answers to the space provided.

Title of Project Art Bard Picture Window

Organization Willamette Falls Media Center

Is this a Non-Profit Organization? Yes  No

Non-Profit Federal tax exempt ID Number 80-0762454

Address 1101 Jackson St

City, State, Zip Oregon City, OR 97045

Project Coordinator Melody Ashford Phone 503-650-0275

Email melody@wfmcastudios.org

Chairperson of Governing Board (If Applicable) Jim Kunze

Phone 503-650-0275

Signature *Melody Ashford Ex Director*

*(The person authorized to represent the organization must sign the application with a digital signature or actual signature on a hard copy.)*

**\*\*\*Complete the budget sheet on page 7 first.**

**Amount totals from that sheet will auto fill into this table**

Grant Amount Requested:	\$	18,795
+ Matching Funds (Cash):	\$	6,055
+ In-Kind Matching Funds (See question #15):	\$	2,000
= Total Cost of Project:	\$	26,850

## Proposal Information

1. Is this your first grant application to the Enhancement Grant Committee?

Yes  No

2. Have you received an Enhancement Grant in the last 3 years? (Include past Metro Enhancement Grants)

Yes  No

If yes, please describe the projects/programs for which you received funding.

During the 2015-16 Enhancement Grant cycle, WFMC received \$14,350 in funding to create a community patio space and rehabilitate the original front entry of our facility. This project was also completed with over \$25,587 in donations and volunteer contributions.

3. If you received an Enhancement Grant last year, what is the status of the project?

4. Will this grant-funding request be used for the first phase of a project, with possible grant requests for future phases?

Yes  No

If yes, please explain.

5. Briefly describe the project for which you are requesting funds.

Willamette Falls Media Center is a 501 (c)(3) non-profit located at 1101 Jackson St. The studio is the community's local cablecast & media training facility. We are requesting funds to rehabilitate the original windows on the North and Northwest sides of our historical building. This project consists of removing, stripping, repairing, priming and painting the large picture window frame that overlooks the McLoughlin Neighborhood & Willamette River. Any damaged wood will be replaced or repaired and broken panes of glass will be replaced using wavy glass to maintain the look of the era. There are 13 additional double hung windows that would be inspected for wear, and as with the large picture window, any damaged areas and panes of glass will be repaired and replaced. All of the windows will then be refreshed with a new coat of paint.

The building is not on the historical registry, so we are able to use alternative products, such as vinyl, however, we are dedicated in keeping with the historical integrity of the neighborhood and therefore are choosing to maintain the look and feel of the original craftsmanship.

6. Describe why this project was selected and the community need(s) to which it will respond.

This project was selected based on the structure's historical relevance in the community. The building, which we lease from the Oregon City School District, is also referred to as "the Art Barn" or "the Jackson Annex". This structure was originally built back in the early 1900's and has irreplaceable historical value, as it was the original high school's gymnasium.

The windows are a dominant focal point of the building. The enormous arching picture window above the front entry can be seen from viewpoints across the river and from the Bluff Viewpoint in the Rivercrest neighborhood of Oregon City. However, over the years, the building has been maintained without focused attention on keeping with the original architectural aesthetics. This has resulted in decades of built up paint, mismatched glass panes, and neglected look and feel.

This project will give the neighborhood a beautifully restored historical feature that will enhance the aesthetics of the area.

7a. Identify and describe how this proposal meets one or more of the goals for funding within the enhancement area boundaries (check those below that apply and describe by item number below).

- 1. Result in an improvement to the appearance or environmental quality of the area/neighborhood.
- 2. Result in the reduction in the amount or toxicity of waste, or increase reuse and recycling opportunities.
- 3. Result in rehabilitation, upgrading or direct increase in the real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the Internal Revenue Code.
- 4. Result in the preservation or enhancement of wildlife, riparian zones, wetlands, forest lands and marine areas, and/or improve the public awareness and the opportunities to enjoy them.
- 5. Result in improvement to, or an increase in, recreational areas and programs.
- 6. Result in improvement in the safety of the area.
- 7. Result in projects that benefit youth, seniors, low-income persons or underserved populations.
- 8. Result in significant improvement in the cleanliness of the City.
- 9. Result in increased employment or economic opportunities for City residents.
- 10. Result in increased attractiveness or market value residential, commercial or industrial areas.

7b. List by item number from 7a and describe how the project meets the each goal.

1. As an iconic building in this area, refreshing the exterior and restoring the windows to original will revive the historic style.

3. This project continues WFMC's on-going rehabilitation of our building that is leased from the Oregon City School District by repairing and restoring the original windows back to their earliest condition.

10. The window restoration increases the attractiveness for both the residents in the area, as well as visitors to the Jackson Campus and Oregon City Swimming Pool.

8. Project Period: 3 months

(Number of months in duration)

Beginning Date: August 2018

Ending Date: October 2018

9. What is the geographic area of Oregon City where the project will take place?

The project will take place at Willamette Falls Media Center, which is located at 1101 Jackson St., in the McLoughlin Neighborhood. The building is centrally located in the shared parking lot between the Oregon City Swimming Pool and Clackamas Academy of Industry and Science (OCHS Jackson Campus).

10. How will the community benefit by your project? What is the estimated number of people affected and anticipated outcome(s)?

This project supports the City's efforts to restore and preserve the unique history nestled within our neighborhoods. Although it's not on the historical registry, the Art Barn building is a well known and loved icon in the area. A substantial number of community members have acknowledged their appreciation of the buildings classic architecture while others feel the nostalgia from having attended classes in the building during their time at the OCHS Jackson Campus.

11. What community resources will be used as support for this project (i.e. community, city-owned property, city departments, transportation services or other civic groups)?

This project will not require any community resource support to complete. The property is owned by the Oregon City School District and a letter of support from Wes Rogers is included with this proposal.

12. Briefly describe prior experience managing similar projects, including any past enhancement projects.

Project Coordinator, Melody Ashford, has over 20 years managing numerous media production projects, which focus heavily on stringent time lines and precise budgetary requirements. She also has working experience in successfully coordinating building and renovation projects. In 2010, Melody oversaw the construction project that renovated WFMC's facility from an open 4000 sq ft space into two professional studios, three editing suites, a kitchen, and administrative offices. Additionally, Melody coordinated the addition of an ADA accessible ramp and the FY15-16 Enhancement Grant funded community patio space.

13. List anticipated project milestones and dates (e.g. groundbreakings, significant facility improvements, large gatherings of volunteers, public meetings, conferences, special activities and events).

The first milestone will be the launch of the project that is scheduled to begin in August. It is estimated this project will take approximately 3 months to complete, which wraps up the project in October. The completion day is the last milestone for this project.

14. An exit report will be required once the project is complete, per a signed Enhancement agreement. Describe the measurements you will use to assess the program/project effectiveness. In other words, how will the effectiveness of the program/project be tracked and evaluated (i.e. number of people served; improvements and/or beautification; number of volunteers attracted; amount of area cleaned or rehabilitated, etc.)? Be sure to describe project goals, changes and noticeable benefits that will come about as a result.

We will be tracking the number of window improvements completed and volunteer hours donated to assess the success of the project. Each part of the process will be documented with pictures. Volunteer hours will also be tracked and used as an evaluation measurement. Our goal is to have a minimum of 4 volunteers who will donate a minimum of 12 hours each.

15. List sources of support for in-kind matching support (e.g. volunteer hours and donations). In order to estimate the value of donated volunteer time refer to the Enhancement Grant Program Information sheet for current value.

Item	Source of Support	Estimated Value (\$)
Labor	Volunteer	2,000

16. List all grants applied for in support of this project and commitments confirmed to date.

This is the only grant that we have applied for to support this project.

17. What is the percentage of Enhancement will be used for personnel services or administrative costs? 3 %

18. Will the administrator be a paid position? Yes  No

19. Proposed Budget—on the following page please complete the proposed budget. Modify line items as needed to reflect proposed expenses.

- Column A: Show grant monies needed for the program/project.
- Column B: Show cash matching funds.
- Column C: Show donations or in-kind volunteer labor (from question 15).
- Column D: Totals for each category.

\*\*\*\*These figures will be transferred to the table on the first page of this application.

**Proposed Budget**

<b>Suggested List (not inclusive)</b>	<b>(A) Grant Dollars Requested</b>	<b>(B) Matching Funds (Cash)</b>	<b>(C) In-Kind Matching Support</b>	<b>(D) Total</b>
<b>Personnel Services (salaries, administration)</b>			700	700
<b>Project Administration costs (clerical, advertising, graphics, printing, postage)</b>				
<b>Materials</b>		6,055		6,055
<b>Equipment/Supplies</b>				
<b>Construction Costs</b>	17,495		1,300	18,795
<b>Event Costs</b>				
<b>Transportation Costs</b>				
<b>Insurance Costs (if needed)</b>				
<b>Additional Costs (List)</b>				
<b>Totals</b>	<b>18,795</b>	<b>6,055</b>	<b>2,000</b>	<b>26,850</b>

**FY18-19 Enhancement Grant - Letter of Support**

The Oregon City School District, as owner of the building located at 1101 Jackson St., in Oregon City, approves and supports Willamette Falls Media Center, in applying for assistance to restore the large west window of the old Art Barn Building.

Wes Rogers, Director of Operations  
503-785-8426  
wes.rogers@orecity.k12.or.us  
Oregon City School District

FY2018-19 Enhancement Grant - Letter of Support

The old Oregon City High School "Art Barn", that was originally a gymnasium, is one of the most overlooked Historic Buildings in Oregon City.

In its time it was one of the most decorative buildings in the city. As one of the oldest school buildings left in Oregon City, anything that could be done to restore, enhance or repair the building would be helping to preserve one of the most iconic buildings in the McLoughlin Neighborhood.

As an art student in the 90's I spent a lot of time in that building. In the early 2000's the West side of the building was my art room when I was hired as an art teacher to replace my high school art teacher, Ed Turpin. I currently live about a block away from the building.

Rocky Smith  
Oregon City Resident  
Art Teacher, Oregon City High School