



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

FROM: Sherilyn Lombos, City Manager

DATE: September 25, 2017

SUBJECT: Work Session for September 25, 2017

5:30 p.m. (20 min) – Sustainable City Year Program. TriMet received a grant to participate in the University of Oregon’s Sustainable City Year Program (SCYP) for the 2017-2018 academic year. TriMet and the University are coordinating dozens of multidisciplinary projects that will focus on the Southwest Corridor Light Rail Project. Several SWC project partners will participate, including Metro, Washington County, Oregon Department of Transportation, and the cities of Portland, Tigard, and Tualatin.

5:50 p.m. (30 min) – Transient Lodging Tax. Washington County has had a Transient Lodging Tax (TLT) since 1974 that has been allocated between the County and the City, per the Washington County Code. As part of the Intergovernmental Agreement with the County for them to collect the tax and distribute it to the City and the County Code, cities were preempted from passing a local TLT rate without forfeiting their share of the county-wide tax. Recently, the County Code was changed, allowing cities to pass a local TLT rate that would stack on top of the County's 9% rate without losing their current allocation. Since that time, Hillsboro, Beaverton and Tigard have all passed a local TLT rate. Staff is seeking feedback from the City Council about whether or not the City of Tualatin wants to consider a local TLT rate to be charged on rentals within the City.

6:20 p.m. (20 min) – Allocation of Funds to Outside Agencies. Attached are the funding requests from outside agencies for the current fiscal year; \$30,000 is included in the current budget for allocation. Staff is requesting direction from the Council on the allocation of budgeted funds.

6:40 p.m. (10 min) – Request from the League of Oregon Cities Foundation. The LOC Foundation is an arm of the League that provides scholarships for elected officials from small cities in Oregon to attend conferences and trainings that they otherwise would not be able to attend. Attached is a letter from the LOC Foundation Board Chair Pendleton Mayor Phil Houk asking for a contribution from the City of Tualatin. Also attached is the most recent budget of the Foundation.

6:50 p.m. (10 min) – Council Meeting Agenda Review, Communications & Roundtable.

Council will review the agenda for the September 25th City Council meeting and brief the Council on issues of mutual interest.



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Zoe Monahan, Management Analyst
Alice Cannon, Assistant City Manager

DATE: 09/25/2017

SUBJECT: Sustainable City Year Program

ISSUE BEFORE THE COUNCIL:

Staff to present the Sustainable City Year Program partnership with Tri-Met and other agencies partnering on the Southwest Corridor Plan.

EXECUTIVE SUMMARY:

TriMet received a grant to participate in the University of Oregon's Sustainable City Year Program (SCYP) for the 2017-2018 academic year. TriMet and the University are coordinating dozens of multidisciplinary projects that will focus on the Southwest Corridor Light Rail Project (SWC). The project aims to bring transit, bicycle, roadway and pedestrian improvements to communities in southwest Portland and southeast Washington County. Several SWC project partners will participate in the SCYP year, including Metro, Washington County, Oregon Department of transportation, and the Cities of Portland, Tigard, and Tualatin.

Students will explore concepts related to urban mobility, climate change, environmental habitat and restoration, urban design and placemaking, and public outreach. The partner agencies have proposed projects that investigate policies for autonomous vehicles, creation of renewable energy districts, redefining regional transit projects as habitat corridors, and public outreach for conceptual design support within communities.

The Sustainable City Year Program is in its eighth year and seeks to apply students' innovation, ingenuity, and fresh perspectives, to local governments and agencies seeking a transition to a more sustainable future. The model, now being implemented in 27 universities across the country, typically links the students from the University of Oregon with an Oregon city, county, special district, or partnership of governments for an entire academic year. This will be the first year that the University of Oregon is partnering with a transit agency.

In a typical SCYP year, more than 500 students across 12 disciplines work on dozens of partner-directed projects. By the end of the partnership, student will have devoted over 40,000

hours to helping TriMet realize its sustainability goals.

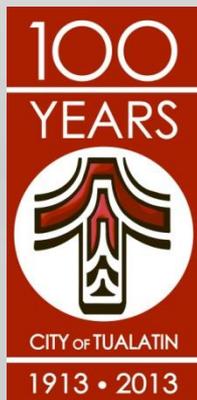
As a part of this effort, the SCYP selected a project in Tualatin. A sustainability class out of the Planning, Public Policies, and Management school will explore opportunities to connect Tualatin to transit opportunities at Bridgeport Village as their class project for the term. The class will study transit, bike, pedestrian, and autonomous vehicles as different modes of transportation this fall. To learn more about Tualatin, the students will participate in a site visit in early October and will present their ideas in an open house style presentation in early December.

Attachments: [SCYP Presentation](#)



Sustainable Cities Year Program

Tualatin City Council
September 25, 2017



SCYP

- The University of Oregon's Sustainable City Year Program is in its eighth year.
- The program seeks to apply students' innovation, ingenuity, and fresh perspectives, to local governments and agencies seeking a transition to a more sustainable future.
- SCYP typically links the students from the University of Oregon with an Oregon city, county, special district, or partnership of governments for an entire academic year.
- This will be the first year that the UO is partnering with a transit agency.
- The model, now being implemented in 27 universities across the country.

SCYP: TriMet's Award

- TriMet and the University are coordinating dozens of multidisciplinary projects that will focus on the Southwest Corridor Light Rail Project (SWC) for the 2017-2018 academic year.
- The project aims to bring transit, bicycle, roadway and pedestrian improvements to communities in southwest Portland and southeast Washington County.
- Several SWC project partners will participate in the SCYP year, including Metro, Washington County, Oregon Department of transportation, and the Cities of Portland, Tigard, and Tualatin.
- Students will explore concepts related to urban mobility, climate change, environmental habitat and restoration, urban design and placemaking, and public outreach.

Project Timeline

September 25th - University of Oregon Fall term begins

October 4th - Site visit to Tualatin

Early December - Final Presentation (Open House) in Tualatin

Questions?



MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Don Hudson, Finance Director

DATE: 09/25/2017

SUBJECT: Beginning in 1974, Washington County has had a Transient Lodging Tax (TLT) that has been charged on rentals of hotel rooms in the County. TLT revenue collections are allocated between the County and the City, per the Washington County Code. As part of the Intergovernmental Agreement with the County for them to collect the tax and distribute it to the City, there was a clause that preempted the City from passing a local TLT rate without forfeiting our share of the county-wide tax. Within the last year, the cities within Washington County and the County negotiated an agreement allowing Cities to pass a local TLT rate that would stack on top of the County's 9% rate, with no loss of existing funds. Since that time, Hillsboro, Beaverton and Tigard have all passed a local TLT rate.

Staff is seeking feedback from the City Council about whether or not the City of Tualatin wants to consider a local TLT rate to be charged on rentals within the City.

Attachments: [TLT Presentation](#)

Transient Lodging Taxes (TLT)

**City Council Work Session
September 25, 2017**



Tonight's Discussion

- Background/History of TLT in Washington County
- State Statutes and Current Rates
- Projected Local TLT Revenue and Potential Uses
- Next Steps

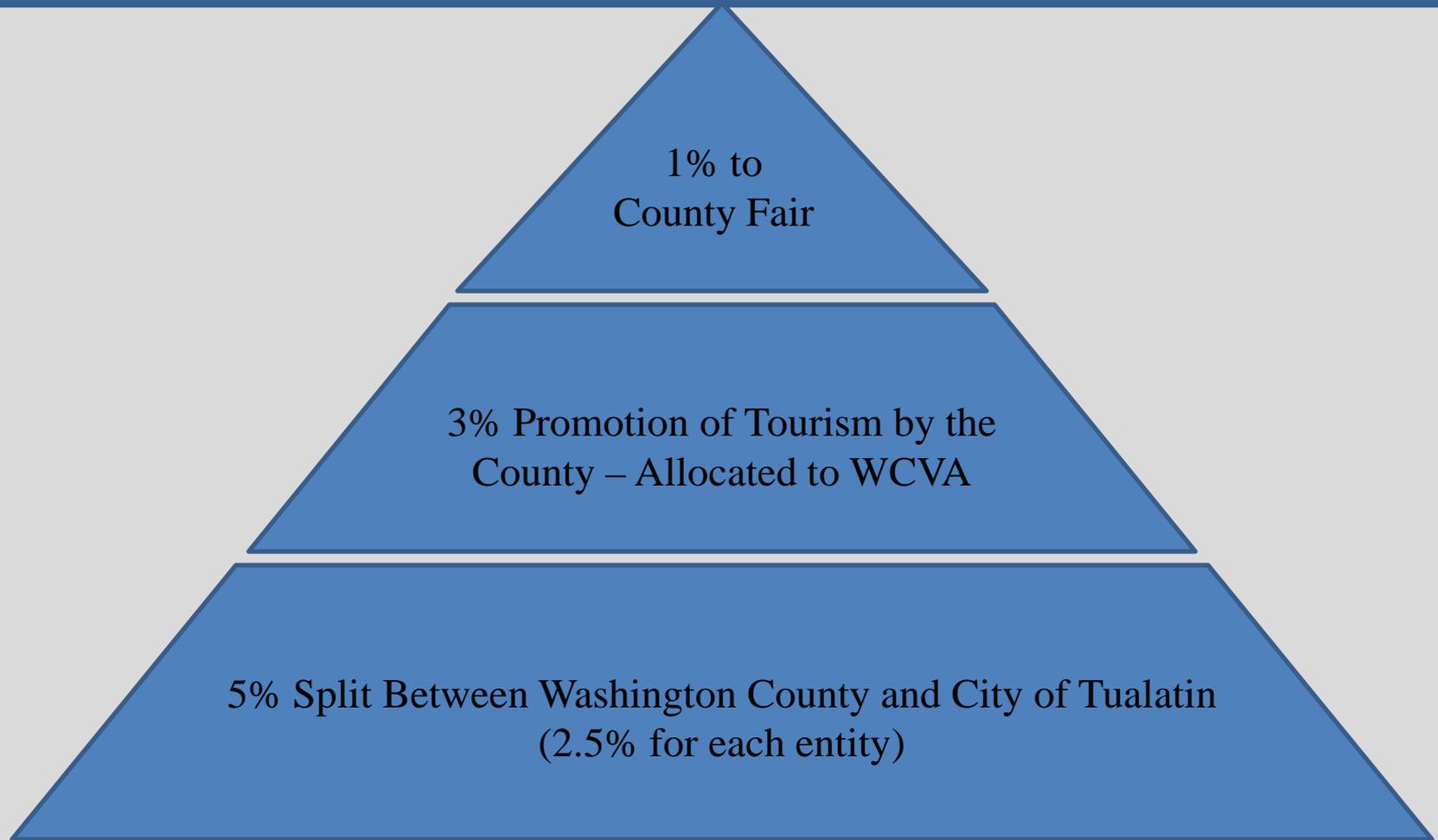


TLT in Washington County

- Transient Lodging Tax, or TLT, is a county-wide tax on hotel-motel occupancy
- Originally adopted by Washington County in 1974 (5%)
 - Increased to 7% in 1985
 - Increased to 9% in 2006
- Washington County Code governs the tax, including allocation of the 9% tax rate



TLT in Washington County



TLT in Washington County

- IGA between Washington County and the City of Tualatin for County to collect and distribute revenues
 - Prior to July 2016, County Code did not allow cities to have their own TLT rate, without forfeiting current 2.5% allocation
 - County Commissioners adopted changes to the ordinances to allow cities to pass their own tax, to be stacked on 9% rate, retaining current allocations



State Statutes and Rate

- HB 2267, passed in 2003, established a 1% statewide TLT and created the Oregon Tourism Commission
 - Placed restrictions on any new TLT imposed by cities or counties by requiring at least 70% of net revenue to go towards “tourism promotion” or “tourism related facilities”
- Increased statewide TLT rate to 1.8% in 2016



Definitions in Oregon Statutes

- Tourism
 - Economic activity resulting from tourists
- Tourist
 - A person who, for business, pleasure, recreation or participation related to the arts, heritage or culture
 - Travels from their community of residence to Tualatin
 - Community of residence is more than 50 miles from Tualatin; or
 - Includes an overnight stay



Definitions in Oregon Statutes

- Tourism Promotion
 - Advertising, publicizing or distributing information for purpose of attracting/welcoming tourists
 - Strategic planning to stimulate future tourism development
 - Operating tourism promotion agencies
 - Marketing special events and festivals
- Tourism-related Facility
 - Conference center, convention center or visitor information center
 - Improved real property, useful life of 10 yrs or more and has substantial purpose supporting/attracting tourists



Washington County Cities with Local Rates

City	Local Rate	Total Rate
Beaverton	4.00%	14.8%
Hillsboro	3.00%	13.8%
Tigard	2.50%	13.3%

Other City's Rates :

City	Total Rate
Portland	15.3%
Lake Oswego	13.8%
Wilsonville	10.8% (Wash Co.) 12.8% (Clack Co.)



Projected Revenue – Local Rate

	2.5%	3.0%	4.0%
Total	\$300,000	\$360,000	\$480,000
Restricted - Tourism	\$210,000	\$252,000	\$336,000
Unrestricted	\$90,000	\$108,000	\$144,000



Possible Uses of Revenues

- Trail Projects
 - Ice Age Tonquin Trail
 - Ice Age Discovery Trail Visitors Center
- Tualatin Historical Society/Heritage Center Programs
- Tualatin Art Walk
- Chamber of Commerce/Visitors Center
- Special Events
 - Pumpkin Regatta
 - ArtSplash
 - Crawfish Festival
- Tourism Promotion



Next Steps

- Direction from Council on whether or not to explore a local TLT
- If so, we will:
 - Meet with hoteliers and Washington County Visitors Association
 - Continue to develop potential uses
 - Bring ordinance to Council
 - Update IGA with Washington County





MEMORANDUM

CITY OF TUALATIN

TO: Honorable Mayor and Members of the City Council

THROUGH: Sherilyn Lombos, City Manager

FROM: Nicole Morris, Deputy City Recorder

DATE: 09/25/2017

SUBJECT: Allocation of Funds to Outside Agencies for FY 2017/18

ISSUE BEFORE THE COUNCIL:

The issue before the Council is to review the funding requests from Outside Agencies for the current fiscal year and provide direction on award amounts.

EXECUTIVE SUMMARY:

The City of Tualatin opened the grant process on July 6, 2017. A letter of invitation was e-mailed to all organizations that received funding in FY 2016/17; in addition, information on submitting applications was available on the City's website. The deadline for receiving applications was Friday, August 25, 2017. The FY 2017/18 budget has set aside \$30,000 for outside agencies grants.

RECOMMENDATION:

It is recommended that Council provide direction on the allocation of funds. If Council does not provide direction, the funds will remain in the budget.

Attachments: A - Requests for Funding
B- Past Years Requests/ Disbursements
C - Applications Received

Outside Agencies Funding Requests FY 2017-2018

Organization	Request	Target Population	Summary / Specific Request
Caring Closet	\$5,000	Children in Tualatin Schools, Head Start through 12th Grade.	Purchase shoes, socks, underwear and hygiene items for children in need.
Community Action Organization	\$6,500	Provide comprehensive set of programs/services aimed at assisting low-income Tualatin residents. Provide emergency rent assistance to residents that have received a 72-hour eviction notice	Supplement Emergency Rent Assistance for Tualatin households in crisis eliminating conditions of poverty and creates opportunities to thrive.
Community Warehouse	\$5,000	Low-income or under the federal poverty level citizens throughout the region who are recovering from a hardship such as homelessness, fire or natural disaster, substance abuse, or domestic violence	Requesting funds for the furniture bank program. Funds will go to truck fuel, maintenance, utilities, staff time, and other operating costs.
Family Justice Center of Washington County	\$10,000	Victims of domestic violence	Funding will support the new Family Justice Center in Beaverton
Family Promise of Tualatin Valley	\$1,500	Homeless families with school age children.	Funding will be used for start up costs, including purchase of portable cots, day center renovation and furnishings and production of instructional information for hosts.
Good Neighbor Center	\$5,000	Homeless families from Tualatin and throughout Washington County	Request is for the Children's Program, specifically the operation of the Clubhouse. The Good Neighbor Center is the only family homeless shelter on the east side of Washington County.
Just Compassion of East Washington County	\$5,000	Homeless individuals living throughout East Washington County including Tualatin, Tigard, and Sherwood.	Upgrades to a recently purchased building to better meet the need of the mission and to help with operating costs.
Love Inc. Tigard, Tualatin, and Sherwood	\$5,200	Individuals at or below the poverty line.	Funding will be for a paid-part time Administrative Assistant position.
Meals on Wheels	\$2,000	Anyone 60 or older who lives in Tualatin.	Support of the senior nutrition program at the Juanita Pohl Center

Micro Enterprise Services of Oregon	\$25,000	Single woman who are head of households, refugee/immigrant, other minorities and people 80% below the median income.	Funding for the Empowerment and Poverty Alleviation through Entrepreneurship Program.
Neighbors Nourishing Communities	\$2,500	Tualatin residents that are willing to donate 20% of their resulting produce for low-income families and low-income families that need garden space to grow their own food.	Request is for a combination of operating expenses, due to the popularity of the program. Fund better growing spaces for low income families seeking garden plots.
Neighborhood House Inc.	\$22,500	Low-income, immigrant, and other vulnerable populations.	Funding will allow work with Spanish-speaking in-home childcare providers in the City of Tualatin by providing technical assistance allowing them to grow their business and obtain licensure through the Early Division of the State Department of Education
Sexual Assault Resource Center	\$1,000	Survivors of sexual assault regardless of whether reported & or how long since post assault. Objective is to stabilize and regain control of their lives	Support general operating expenses and ensure oversight of 24/7 crisis support services.
Tigard- Tualatin Compassion Clinic	\$1,500	Uninsured low income citizens including, but not limited to, senior citizens, uninsured working poor, the unemployed, immigrants, homeless and others who do not have the means to access medical and dental services	To purchase supplies and equipment for the clinic.
Tigard-Tualatin Family Resource Center	\$4,000	Tigard-Tualatin School District families as well as parents with children 0-5 that will eventually enter into the school district. The target within this group is low-income families	Support for Tualatin families in need of scholarships for extracurricular activities, copays for mental health care, holiday help, hygiene items, diapers, gas and food vouchers, bus tickets, printing of materials, and other office supplies

Tualatin School House Pantry	\$3,000	Low-income and homeless families, primarily Tualatin residents. Provide food to anyone from service area that asks for assistance.	Support to partially fund the purchase of non-food essentials which are not available from the Oregon Food Bank network.
TOTAL REQUESTED	\$104,700		

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #27

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Fri, 08/25/2017 - 12:26pm
66.154.210.114

Agency Contact Information

Agency Name

Caring Closet

Address

9000 Durham Road

City

Tigard

State

OR

Zip Code

97224

Contact Name

Rose Money

Contact Telephone Number

503-603-1576

Contact Email Address

rmoney@ttsd.k12.or.us

Agency Request Information

Request

We are hoping for your continued support this year to meet the ever increasing demands within our community. Another \$5000 will greatly help us to purchase the new items needed and to fulfill the clothing needs of 100's of children.

What is the Request for?

The monies will be used to purchase shoes, socks, underwear and hygiene items for Tigard-Tualatin School District children in need, Head Start thru 12th grade.

Describe the Agency's Mission

The Caring Closet's mission is to help increase retention of low income and homeless students by providing clean, appropriate and adequately fitting clothing and shoes. It's difficult for a child to succeed in school without warm, appropriate clothing to wear. We also provide emergency bedding supplies and other supports for our homeless students. This homeless student support

is our largest growing need over the past two years. This support now includes helping to case manage our highest needs students.

What Group of Citizens in Tualatin Does Your Organization Target?

Tigard-Tualatin district children, Head Start thru 12th grade.

What Types of Services will be Provided in the Funding Request Year?

We will continue providing clothing, shoes, coats, hygiene products, blankets, sheets, towels and sleeping bags as needed and as requested by school counselors.

How Many Tualatin Residents will be Served?

Approximately 1000 children.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Approximately 55% of our services go towards Tualatin residents. In the 2016-17 school year we had just over 2000 visits at the Closet.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Tigard

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[the_caring_closet_budget_2017-17_school_year.xls](#)

Please Submit Your Board Information

[2017-18_ttsd_board_members.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[2017-18_ttsd_board_members.docx](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21231>

Caring Closet projected budget 2017-18

Projected Income

2017-18
budget
\$27,000

Projected Expenses

\$26,000

	Forecast 1	2000
Per child avg. cost		
Shoes	\$9.00	\$18,000.00
Clothes	\$3.00	\$6,000
Hygiene	\$1.00	\$2,000.00
	\$13.00 per child	\$26,000 total

** Building and facility expenses for the Caring Closet are paid by the Tigard Tualatin School District.
 ***This net income does not reflect the carry over balance of existing income. However, we anticipate a 10% increase in need for next year.

2017-18 Tigard-Tualatin School District Board Members

Director	Year Elected	Term Ends
Jill Zurschmeide , Chair	2007	2019
Maureen Wolf , Vice Chair	2009	2017
Barry Albertson , Ph.D.	2001	2017
Terri Burnette	2015	2019
Dana Terhune	2015	2019

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[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #17

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Wed, 08/16/2017 - 1:30pm
50.202.212.158

Agency Contact Information

Agency Name

Community Action Organization

Address

1001 SW Baseline St.

City

Hillsboro

State

Oregon

Zip Code

97123

Contact Name

Susan Salisbury

Contact Telephone Number

503-693-3231

Contact Email Address

ssalisbury@caowash.org

Agency Request Information

Request

Community Action respectfully requests \$6,500 from the City of Tualatin to provide emergency rental assistance to low-income residents of Tualatin at risk of homelessness.

What is the Request for?

Community Action provides multiple services to residents of Tualatin, including emergency rent assistance to prevent eviction. Community Action is requesting these funds to continue to provide eviction prevention assistance to Tualatin families in FY 17-18. During the 16-17 program year, Community Action provided \$17,595 of emergency rent assistance funds to 24 households in Tualatin, keeping 77 individuals in their homes.

City funds will be used to provide emergency assistance to low income Tualatin households in crisis. Clients are assessed for a one-time emergency assistance payment of up to \$650.

Community Action negotiates with landlords on the client's behalf for reduction/forgiveness of fees or back rent which may have accrued and requires a signed statement verifying that the household will not be evicted. Clients will also be screened for and referred to other services which can help them maintain their housing – including long term rental assistance, energy assistance, energy conservation workshops and tenant education classes.

According to the American Community Survey 2015 5-year estimates, 54% of City of Tualatin renters pay more than 30% of their income for their housing and 27% pay more than half their income for their housing. Paying a disproportionate amount of income for housing places cost-burdened families at risk of homelessness because one ordinary, unexpected expense can mean the difference between being able to pay rent or not. Eviction prevention assistance acts as a safety net to ensure that families in crisis can remain stable.

Describe the Agency's Mission

Community Action leads the way to eliminate conditions of poverty and creates opportunities for individuals and communities to thrive. To this end, Community Action provides an array of services for families in Tualatin and throughout Washington County.

What Group of Citizens in Tualatin Does Your Organization Target?

The Emergency Rent Assistance Program serves low-income Tualatin residents that have received a 72-hour eviction notice.

What Types of Services will be Provided in the Funding Request Year?

Community Action will continue to provide a comprehensive set of programs and services aimed at assisting low-income Tualatin residents to increase or maintain self-sufficiency.

How Many Tualatin Residents will be Served?

25 households, approximately 75 individuals

What Percentage of Your Program is Dedicated to Service in Tualatin?

In FY 16-17, Community Action provided emergency rent assistance to 422 households County-wide. Tualatin residents represent approximately 6% of clients served by the program.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

Community Action receives funds from several State and local government sources:

State of Oregon
City of Tigard
City of Beaverton
City of Forest Grove

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[tualatin_17-18_budget.xlsx](#)

Please Submit Your Board Information

[board_list_0817.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[proof_of_nonprofit_status_2017.pdf](#)

Other Attachments

Community Action

Emergency Rental Assistance 17-18 Adopted Budget

	Total Cost	City of Tualatin	State of Oregon	EFSP	City of Hillsboro	City of Beaverton	City of Forest Grove	City of Tigard	Private donations	United Way
Staffing, 1FTE (including Taxes & Benefits)	\$75,805		\$75,805							
Client Expenses	\$222,346	\$5,850		\$102,821	\$5,400	\$15,000	\$4,275	\$9,000	\$30,000	\$50,000
Administration	\$15,403	\$650	\$7,580	\$2,098	\$600	\$0	\$475	\$1,000	\$3,000	\$0
Total Cost	\$313,554	\$6,500	\$83,385	\$104,919	\$6,000	\$15,000	\$4,750	\$10,000	\$33,000	\$50,000

Emergency Rental Assistance 16-17 Actual Expenditures

	Total Cost	City of Tualatin	State of Oregon	EFSP	City of Hillsboro	City of Beaverton	City of Forest Grove	City of Tigard	Private donations	United Way
Staffing, 1FTE	\$60,813		\$60,813							
Client Expenses - Rent	\$260,945	\$4,500		\$139,853	\$5,400	\$20,000	\$3,250	\$7,200	\$30,038	\$50,682
Administration	\$19,204	\$500	\$6,081	\$2,854	\$600	\$0	\$361	\$800	\$3,000	\$0
Total Cost	\$340,962	\$5,000	\$66,894	\$142,707	\$6,000	\$20,000	\$3,611	\$8,000	\$33,038	\$50,682

Attachment C: Board Members

Executive Committee

Name	Address	Occupation	Telephone Number
Ann Barr-Gillespie Chair Person	190 SE 8th Ave, Ste 230 Hillsboro, OR 97123	Vice Provost & Executive Dean, Pacific University	(503) 352-7372
Nancy Ford	5825 Ray Circle Hillsboro, OR 97124	Director, E.I., Early Childhood Social Education, NW Regional	(503) 614-1251
Scott Gardner Treasurer	2138 SE 61st Place Hillsboro, OR 97123	Manager, Operations & Asset Accounting Portland General Electric	(503) 464-7762 (503) 680-4549 cell
Marcy Gallegos Secretary	670 NW 227th Ave Hillsboro, OR 97124	Community Representative	(503) 298-1146
Richard Odell	33859 NW De Voto Lane Portland, OR 97229	Healthcare Operations & Integration Consulting	(503)813-3277 (503)449-5479 cell
Bill Miner	1300 SW Fifth Ave, Ste 2400 Portland, OR 97201	David Wright Tremaine, LLC	(503) 778-5477 (503) 720-2138 cell

Board Members

Name	Address	Occupation	Telephone Number
Steve Callaway	150 East Main Street Hillsboro, OR 97123	Mayor, City of Hillsboro	(503) 681-6473
Denny Doyle	PO Box 4755 Beaverton, OR 97076	Mayor, City of Beaverton	(503) 526-2481
Margaret Doherty	9370 SW Martha Tigard, OR 97224	State Representative	(503) 986-1435
Leda Garside	4926 Mulholland Drive, Lake Oswego, OR 97035	Clinical Services Manager, ¡Salud!	(503) 681-4290
Tom Hughes	600 NE Grand Avenue Portland, OR 97232-2376	President, Metro Council	(503) 797-1889 (503) 327-5356 cell
Luis Marin	7271 SW 168th PL Beaverton OR 97007	Head Start Policy Council	(503) 869-4674
Greg Malinowski	155 N First Ave, Ste 300 Hillsboro, OR 97124	County Commissioner	(503) 846-8681
Peter Truax	City Hall - PO Box 326 Forest Grove, OR 97116- 0326	Mayor City of Forest Grove	(503) 992-3200 (503) 351-4206

Daniel Lopez	165 NE 37th Ave Hillsboro OR 97124	Community Representative	(971) 673-7400
Jessica Flood	10454 SW Akilem Terrace Tigard, OR 97223	PC Representative	(971) 712-4613
Sheri Malstrom	900 Court Street, NE Salem, OR 97301	State Representative	(503) 986-1427
Ronald Sarazin	PO Box 3137 Wilsonville, OR 97070	President, Olympic Performance	(503) 682-0900 (971) 235 1442 cell
Leslea Smith	230 NE Second Ave, Suite F Hillsboro, OR 97124-3089	Regional Director Oregon Law Center	(503) 640-4115 (503) 214-1375

State of Oregon

OFFICE OF THE SECRETARY OF STATE
Corporation Division

Certificate of Existence 455C373Q9

I, DENNIS RICHARDSON, SECRETARY OF STATE, and Custodian of the Seal of said State, do hereby certify:

COMMUNITY ACTION ORGANIZATION

is

a Nonprofit Corporation

under the laws of The State of Oregon

and is active on the records of the Corporation Division as of the date of this certificate.

*In Testimony Whereof, I have hereunto set
my hand and affixed hereto the Seal of the
State of Oregon.*



A handwritten signature in cursive script, reading "Dennis Richardson".

DENNIS RICHARDSON, SECRETARY OF STATE

1/26/2017

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #22

Submission information

Form: [Outside Agency Funding Request Form](#)

Submitted by Visitor (not verified)

Wed, 08/23/2017 - 11:44am

24.22.75.217

Agency Contact Information

Agency Name

Community Warehouse

Address

8380 SW Nyberg Street

City

Tualatin

State

The Loft at 8th

Zip Code

97062

Contact Name

Anna Kurnizki

Contact Telephone Number

971-865-5284

Contact Email Address

anna@communitywarehouse.org

Agency Request Information

Request

Community Warehouse is requesting \$5,000 to support our furniture bank services to individuals and families in Tualatin and Washington County.

What is the Request for?

Although the Oregon economy has rebounded from the Great Recession, Washington County has not experienced a decrease in homelessness or housing insecurity (Oregon Department of Education, 2015). Ally Kinnaman, a community liason with Colossae Church in Tigard, explains: "There are a lot of factors that affect it...It's everything from the lack of affordable housing and living wage jobs to the need for more mental health services. It's all interconnected."

Community Warehouse is requesting core mission support to continue providing furniture and household goods to clients in need of a stable home environment. Furniture is one of the last

pieces of the puzzle to helping families regain self-sufficiency and retain housing. Our Tualatin Warehouse served 2,425 individuals in 2016, and 1,526 individuals in the first six months of 2017. The number of clients served in Tualatin has increased from 10 per week to 20 per week over the past two years. The demand for furniture such as beds, kitchen tables, dressers, and lamps, and household items such as linens, dishes, silverware and pots and pans has increased exponentially over the past year, and our operating expenses in Tualatin have increased as the demand has grown. As the housing crisis continues, we are focused on providing stability to families in need/transition to support their long-term housing retention.

Tualatin Warehouse program expenses include building mortgage and occupancy, truck maintenance and repairs, insurance, and program staff salaries and benefits. These expenses comprise 40% of the total Community Warehouse budget annually.

Describe the Agency's Mission

The mission of Community Warehouse is to connect essential furnishings to neighbors in need through unique community partnerships, creating stronger home foundations and brighter futures. We are the only full-service furniture bank in Oregon & SW Washington that collects donated household goods and redistributes them to clients referred by local social service agencies. We envision a home at the center of every person's well-being and livelihood, and believe there are enough beds, blankets, pots and pans, and furnishings circulating in our community for everyone.

What Group of Citizens in Tualatin Does Your Organization Target?

Community Warehouse serves Tualatin citizens, among other residents in surrounding counties, that are low-income or under the federal poverty level. Almost 80% of those we assist are families with children; 70% come from a minority ethnic background; and the majority have a woman as the head of household. This grant will help meet the need of local residents that are recovering from hardships such as homelessness, fire or natural disaster, substance abuse, or domestic violence.

Additionally, Community Warehouse provides a resource for all Tualatin citizens to contribute directly to their community by donating their unwanted household items or shopping in the Estate Store, which raises unrestricted funding for our mission. Donors express their gratitude for the ability to support their neighbors in a tangible way, and contribute to the meaningful reuse of household furnishings. Everyone can benefit from Community Warehouse's services, as Case Manager Linda explains: "You provide dignity and support to families so they can have a choice of furnishings for their homes. This gives them an affordable new start and hope as they enter a new home. It is also an important way for the larger community to be partners in sharing our common possessions, allowing those who have more to share with those who have less. Finally, this is a great way of supporting environmental recycling instead of allowing good things to go to dumps. The connections you offer are a valuable service to the whole community."

What Types of Services will be Provided in the Funding Request Year?

During the funding year, Community Warehouse will work with partner agencies, churches, schools, and advocates that will refer families and individuals to receive household furnishings. Once we stabilize a family in their home, they can focus on education, employment, or rehabilitation. Lamps to light homes at night, beds for sleeping comfortably, and alarm clocks to wake up all provide the foundation for work or school success, self-sufficiency, and housing retention.

Additionally, the Tualatin Warehouse houses our Client Services Coordinator Jasmine, who directly screens and serves families not referred from partner agencies. These families primarily come from the following situations: 1) they have incomes too high to qualify for federal/state support but cannot make ends meet, 2) they are afraid to ask government agencies for help, 3)

they are referred from a school or church that does not employ a case manager to advocate for the family, or 4) they struggle to navigate the complicated social service system. Jasmine has served 181 families so far in 2017. She will focus on reaching out to new agencies and potential advocates during the funding year request, so we can meet the need of residents that may not be aware of the furniture bank resource in their community.

How Many Tualatin Residents will be Served?

From January-July 2017, 198 clients residing in Tualatin were served. We anticipate that in 2018, this number will increase by at least 10%, resulting in a total of 372 Tualatin residents with more stable, comfortable homes in 2018.

What Percentage of Your Program is Dedicated to Service in Tualatin?

The percentage of our overall budget covering the Tualatin Warehouse is approximately 40%, mirroring the percentage of clients served between both Warehouses. This amounts to \$346,995 in expenses.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Beaverton
City of Hillsboro
City of Portland Special Appropriations
Clackamas County

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[budget2017_communitywarehouse.pdf](#)

Please Submit Your Board Information

[board_of_directors_2017_cw.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[501c3_communitywarehouse.pdf](#)

Other Attachments

[impact_report_postcard_final.pdf](#)

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21001>

Community Warehouse Budget 2017

	<u>2017 Budget</u>
<u>Revenue</u>	
Grants	359,835
Government Grants	60,000
Donor Contributions	150,200
Chair Affair	149,130
Program Fees	345,726
Enterprise Sales	515,000
Rental Revenue	15,600
Interest Revenue	
Total Revenue	<u>1,595,491</u>
<u>Expense</u>	
Salaries	1,020,650
Benefits	115,297
Professional Fees	21,500
Advertising	4,560
Office Expense	65,638
Information Technology	51,400
Occupancy	80,920
Travel	26,300
Training, Meetings, Activities	12,500
Interest Expense	62,378
Insurance	28,200
Other Expenses	5,325
Pest Control	1,000
Total Expense	<u>1,495,668</u>
Net Revenue	<u><u>99,823</u></u>

Note: Net revenue is restricted for capital improvements



BOARD OF DIRECTORS

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Board Chair Emeritus & Founder
4155 SW Patrick Place
Portland, Oregon 97239
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roz755@aol.com

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Sr. VP, Advanced Technology Business Unit
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with ReMax Equity Group
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wick@ashleyrealtyworks.com

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Senior Vice President and
Chief Information Officer
Legacy Health
1919 NW Lovejoy Street
Portland, OR 97209
206-819-5993 (c)
503-415-5988 (w)
jkenagy@lhs.org m

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Manager, Community Relations & Events
NW Natural
220 NW Second Ave
Portland, OR 97209
503.220.2347
drm@nwnatural.com

MARK T WALLER

President, BridgeWorks Capital
1820 North Shore Rd
Lake Oswego, OR 97034
503.635.9309 (o)
503.467.1467 (c)
mark@bridgeworkscapital.com

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claudw98105@yahoo.com

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oregonhecht@comcast.net

Carie Strahorn

Boly : Welch
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503.242.1300 (o)
c.strohorn@bolywelch.com

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

MAY 08 2006

OREGON COMMUNITY WAREHOUSE INC
2267 N INTERSTATE
PORTLAND, OR 97227-0000

Employer Identification Number:

93-1310582

DLN:

17053091724026

Contact Person:

ERIC J BERTELSEN

ID# 31323

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated June 2001, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements



From the Executive Director: Dunetchka Otero-Serrano

Fifteen years ago, Community Warehouse began with a clear intention: to provide household goods and furnishings to local families in need, so they could turn empty housing into homes. With each day, we understand more fully how significant furnishings are in the lives of families and children. **We are talking about more than a sofa or a towel.** We are talking about helping people create homes that nourish dignity and encourage empowered, self-sufficient community members.

Furniture is our currency, but what Community Warehouse really provides is happiness, housing security, stress relief, and improved quality of life for our neighbors in need.

I want to celebrate the fact that our good work uses resources that already exist in our community. The answer to the problem of empty housing is here, circulating through our homes. We are eager to become smarter about redistributing these resources in a way that better serves everyone, both givers and receivers.

With fifteen years behind us, and many more ahead, I hope you will continue to support our mission.

Sincerely, 

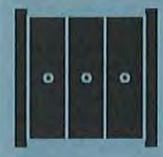


USED GOODS TO GOOD USE

For the full report, please visit our website
communitywarehouse.org

COMMUNITY WAREHOUSE

2015 Impact Report



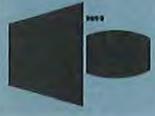
2,031 dressers

+



3,918 dish sets

+



2,555 lamps

+



4,240 beds

+



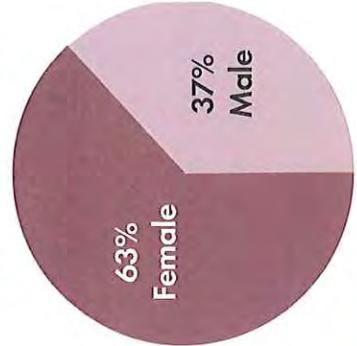
4,241 armchairs

=

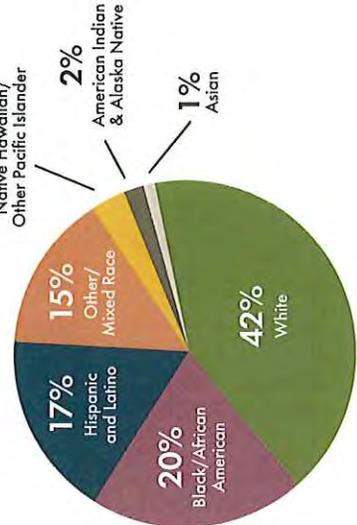
107,400 households furnished



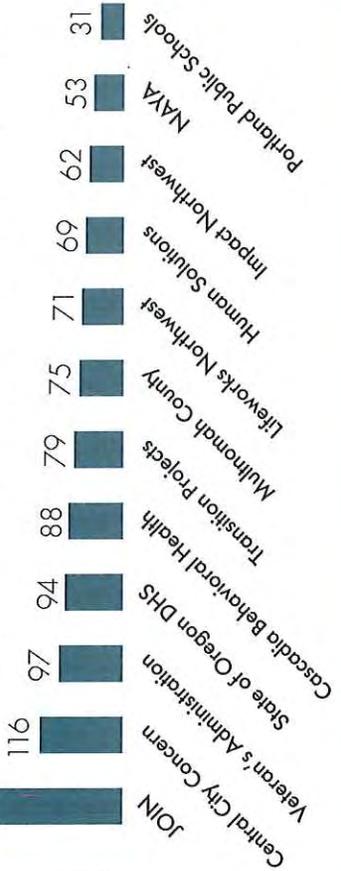
Head of Household



Ethnic Diversity



Requests Filled in 2015 by Top Partner Agencies



2,555 happy health families

10% increase in furnishings redistributed

25% increase in client services in Tualatin

4 Spanish-bilingual + 3 multicultural staff hired

200 brand new mattresses connected to veterans



"These are the comforts of home that allow folks breathing room to build a pathway for their future create stability, meet their neighbors, stay."

Megan Smith, Housing Access Consultant at Bradley Angle

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #29

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Fri, 08/25/2017 - 4:24pm
76.115.88.226

Agency Contact Information

Agency Name

FAMILY JUSTICE CENTER OF WASHINGTON COUNTY

Address

PO BOX 7273 (MAILING); 735 SW 158TH, BEAVERTON, OR 97006

City

BEAVERTON

State

Oregon

Zip Code

97007

Contact Name

JUDY WILLEY

Contact Telephone Number

503 475 8435

Contact Email Address

willeyjl@comcast.net

Agency Request Information

Request

\$10,000 FINANCIAL SUPPORT FOR NEW FAMILY JUSTICE CENTER OF WASHINGTON COUNTY - SERVING VICTIMS AND CHILDREN OF DOMESTIC VIOLENCE IN TIGARD. THIS CENTER WILL SERVE ALL CITIES IN WASHINGTON COUNTY AND AT THIS POINT, 10 WASH COUNTY CITIES HAVE CONFIRMED SUPPORT TO THE CENTER ANNUALLY FOR THREE YEARS. WE HAVE FOUND A CENTRAL LOCATION IN BEAVERTON CLOSE TO LIGHT RAIL STATION AND ON FOUR BUS ROUTES.

What is the Request for?

MONIES RECEIVED FROM CITY OF TUALATIN IN 2017-18 WILL BE DIRECTED TO THE CHILDREN'S CENTER LOCATED IN THE NEW BUILDING. THIS AREA WILL NEED FURNITURE, PLAY STRUCTURES/TOYS, SLEEPING & CHANGING AREAS AND THE ITEMS NEEDED TO PROVIDE FOR A CHILD'S BASIC CARE WHEN THEY COME INTO THE

CENTER WITH THE DV VICTIM OR SURVIVOR THROUGHOUT THE YEAR. MEALS WILL BE INCLUDED IN THE CHILD'S SERVICE AREA. ESTIMATED OVERALL COST FOR REMODEL/PREPARATION AND ALL FURNISHINGS IS \$49,500.

Describe the Agency's Mission

TO BETTER SERVE VICTIMS OF DOMESTIC VIOLENCE AND PROVIDE A "ONE STOP" PATH TO SAFETY, HEALING AND HOPE FOR A VICTIM AND THEIR CHILDREN WHICH WILL GREATLY REDUCE DOMESTIC VIOLENCE IN WASHINGTON COUNTY AND HELP END GENERATIONAL EFFECTS ON DV CHILDREN.

THE FAMILY JUSTICE WILL BE A SAFE PLACE WITH SERVICES "ALL UNDER ONE ROOF" WHERE NEEDS ARE MET, TRAUMA INFORMED CARE PROVIDED, AGGRESSORS ARE HELD ACCOUNTABLE, HOPE IS RESTORED AND GENERATIONAL CYCLES OF VIOLENCE IS BROKEN.

What Group of Citizens in Tualatin Does Your Organization Target?

CITIZENS IN TUALATIN WHO ARE DOMESTIC VIOLENCE VICTIMS/SURVIVORS AND/OR FAMILIES OF DOMESTIC/SEXUAL VIOLENCE WITHOUT REGARD TO RACE, CREED OR COLOR WILL BE THE FAMILY JUSTICE CENTER'S FOCUS AND WELCOMED IN THE FACILITY.

What Types of Services will be Provided in the Funding Request Year?

SAFETY & SAFETY PLANNING, TRANSPORTATION, FOOD ASSISTANCE, LEGAL AID/RESTRAINING ORDERS, MEDICAL CARE, HOUSING/SHELTER ASSISTANCE, EMPLOYMENT ASSISTANCE, COUNSELING BOTH FOR VICTIM AND CHILDREN, CHILDCARE WHEN IN CENTER, LANGUAGE INTERPRETATION. OVERALL - THE FAMILY JUSTICE CENTERS GREATEST SERVICE WILL BE TO PROVIDE A SINGLE PATHWAY OUT OF DOMESTIC VIOLENCE LIFE INTO A LIFE OF HOPE.

How Many Tualatin Residents will be Served?

THIS NUMBER IS UNKNOWN AT THIS TIME; HOWEVER, WE DO KNOW THAT IN 2014 TUALATIN HAS 342 DOMESTIC VIOLENCE CALLS TO THE 911 CENTER AND IN 2015 TUALATIN HAD 362 CALLS TO THE 911 CENTER. MANY OTHER 911 CALLS RECEIVED WERE RECORDED AS DISTURBANCES; HOWEVER WHEN POLICE ARRIVED - THEY WERE REALLY DOMESTIC VIOLENCE ISSUES. WITH THAT BEING SAID - IT IS PROBABLE THAT THE NUMBERS OF DV INCIDENTS IN BOTH YEARS WERE HIGHER THAN STATED ABOVE. AT THE END OF THE 2018 YEAR - WE WILL KNOW HOW MANY TUALATIN RESIDENTS WERE SERVED.

What Percentage of Your Program is Dedicated to Service in Tualatin?

EVERY CITY WILL RECEIVE 100% OF THE FAMILY JUSTICE CENTER SERVICE. TRANSPORTATION FOR DOMESTIC VIOLENCE VICTIMS HAS ALWAYS BEEN AN ISSUE BECAUSE THEY USUALLY HAVE NONE. SERVICES NEEDED TODAY ARE LOCATED ALL OVER THE COUNTY AND NOT EASILY ACCESSIBLE BY PUBLIC TRANSPORTATION. THE NEW FAMILY JUSTICE CENTER IS LOCATED ON FOUR (4) BUS LINES AND WITHIN WALKING DISTANCE OF LIGHT RAIL. A NEAR FUTURE GOAL OF FJC IS TO PURCHASE A SHUTTLE VAN TO FACILITATE TRANSPORTATION OF VICTIMS FROM AREAS NOT SERVED WELL BY BUS OR LIGHT RAIL TO OUR CURRENT LOCATION.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

AS STATED ABOVE - WE HAVE REQUESTED FUNDING SUPPORT FROM EVERY CITY IN WASH CO. AND TO DATE WE HAVE NINE CITIES CONFIRMED. WE HOPE TO SECURE 100% SUPPORT. DOLLAR AMOUNTS ARE YET TO BE CONFIRMED. WASHINGTON COUNTY IS ALSO SUPPORTING THE PROGRAM WITH \$250K PER YEAR. WE WILL BE

MAKING A PRESENTATION TO THE TUALATIN ROTARY CLUB AND TO THE TUALATIN FAITH BASED ORGANIZATION IN LATE SEPTEMBER. WE ARE APPLYING FOR STATE GRANTS ALSO; HOWEVER THOSE GRANTS WILL NOT BE AVAILABLE UNTIL 3RD QTR IN 2018 - IF APPROVED.

Agency Organizational / Financial Information

Please Submit Your Budget Information

[lm_fjcwashcobudgetdraft_2018.pdf](#)

Please Submit Your Board Information

[2017_family_justic_center_board_of_directors.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[fjcwctaxexemptletter.pdf](#)

Other Attachments

[fjc_w-9_signed_form_.pdf](#)

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21271>

**Family Justice Center
of Washington County**

Proposed
Budget
Fiscal Year
Ending
6/30/18

Income

Cash Sources

Government Grants	\$500,000	\$260,000 received as of 8/7/17
Foundation and Corporate Grants	\$135,000	\$15,710 received as of 8/7/17
Individual Contributions	\$30,000	\$1406.13 received as of 8/7/17
Other Income (Training, Events, Fundraising)	\$15,000	
Total Cash Sources	\$680,000	

FJC Collaborative Partner In-Kind

Navigator Services	\$135,000
Public Safety Providers	\$429,000
Total Partner In-Kind	\$564,000

Community In-Kind Support \$16,250

Total In-Kind \$580,250

Total Income \$1,260,250

Expenses

Employees

Executive Director	\$60,000	\$80,000 annual salary; September hire (9 months)
Development Director	\$15,000	\$30,000 annual salary; January hire (6 months)
Volunteer Administrator/Training Coordinator	\$15,000	\$30,000 annual salary; January hire (6 months)
Administrative Assistant	\$12,000	\$15/hr, 25 hrs/week; November hire (8 months)
Receptionist	\$16,000	\$15/hr, 40 hrs/week; January hire (6 months)
	\$118,000	

Employee Benefits and Taxes \$29,500 25% of \$118,000

Workers' Comp \$4,130 3.5% of \$118,000

Total Employee Expense \$151,630

Contract Labor

Project Manager	\$15,000	\$46/hr, 10 hrs/week + mileage, July-December
Grant Writer	\$3,000	2 grants
Business Accountant	\$1,500	Tax prep
IT Support	\$13,000	\$2,500/month Sept-Jan (20 hrs/week)
		\$600/month Feb-June (on call)

Total Contract Labor Expense \$32,500

Total Personnel Costs \$184,130

Direct Operating Costs

Payroll Services	\$1,200
Food Costs	\$7,000
Fundraising Expense	\$1,200

**Family Justice Center
of Washington County**

Proposed
Budget
Fiscal Year
Ending
6/30/18

Marketing & Promotion	\$3,600	
Postage	\$500	
Courier Services	\$1,000	
Professional Development	\$1,000	
Rent and Occupancy (incl utilities)	\$350,000	\$22/sq ft, \$14,000 sq ft
Furniture	\$25,000	Incl Office Equip - may get some donations
Office Supplies	\$3,000	
Telephone, Technology and Internet Expense	\$67,000	one time
	\$16,000	\$2,000/m, 8 months
Closed Circuit Video for remote court		included in Telephone
Transporation Services for Clients	\$0	provided by Partners?
Admin Travel - Training	\$5,000	conference attendance
Miscellanous Expenses	\$10,000	miscellaneous expense
Total Direct Operating Costs	<u>\$491,500</u>	
Total In-Kind Expense	\$580,250	
Total Expense	\$1,255,880	
	\$4,370	Reserve



2017 FAMILY JUSTICE CENTER BOARD OF DIRECTORS

CHIEF LEE DOBROWOLSKI 503 530 0599	HILLSBORO POLICE DEPARTMENT	CHAIRMAN
SARAH SMITH CHAIR	503 516 8778	FAITH BASED COMMUNITY REP. VICE
JUDGE KEITH RAINES SECRETARY	WASH CO CIRCUIT COURT JUDGE keith.r.raines@ojd.state.or.us	
LAURA MCMURRAY TREASURER	HILLSBORO HOPS/OWNER/CFO lauram@hillsborohops.com	
SARA WADE	DOMESTIC VIOLENCE RES CENTER/E.D. saraw@dvrc-or.org	
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PATRICK LEMMON	CONSULTANT / HIRED PERSONNEL patricklemmon@gmail.com	

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JAN 14 2016**

FAMILY JUSTICE CENTER OF WASHINGTON
COUNTY
250 SE 10TH AVE
HILLSBORO, OR 97123-4238

Employer Identification Number:
47-4687471
DLN:
17053294340045
Contact Person:
ANGELA M BENDER ID# 31162
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
August 20, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

FAMILY JUSTICE CENTER OF WASHINGTON

Sincerely,

A handwritten signature in black ink, appearing to read "J. Cooper", written in a cursive style.

Jeffrey I. Cooper
Director, Exempt Organizations
Rulings and Agreements

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #24

Submission information

Form: [Outside Agency Funding Request Form](#)

Submitted by Visitor (not verified)

Thu, 08/24/2017 - 7:38pm

71.237.202.21

Agency Contact Information

Agency Name

Family Promise of Tualatin Valley

Address

144 Leonard Street

City

Lake Oswego

State

Oregon

Zip Code

97034

Contact Name

Rose Money, Co-Director

Contact Telephone Number

503-603-1576

Contact Email Address

wag.more45@gmail.com

Agency Request Information

Request

\$1,500.00

What is the Request for?

Family Promise of Tualatin Valley is a new local chapter of a national, non-profit organization that provides short term housing and support services to families to help them find stable, long term housing solutions. In our first year of operation, grant requests will be allocated to specific start up costs, including purchase of portable cots/beds, day center renovation and furnishings and production of instructional information for Hosts and Support Hosts.

Describe the Agency's Mission

Family Promise of Tualatin Valley's mission is to help homeless families achieve sustainable housing independence through a community-based response.

What Group of Citizens in Tualatin Does Your Organization Target?

Family Promise of Tualatin Valley will work with schools and agencies in the Tualatin, Tigard, Sherwood and Lake Oswego communities to identify and assist the most vulnerable homeless families with school age children.

What Types of Services will be Provided in the Funding Request Year?

In the 2017-2018 timeframe, we are building our network of congregations and organizations that will assist with hosting families overnight; working to establish a centralized day center for use 7 a.m.- 5 p.m. (laundry, computers/workspace, parent care of younger children); and securing family transportation between overnight host facilities and the day center and/or school.

How Many Tualatin Residents will be Served?

According to the Title 10 Liaison at the Tigard-Tualatin School District, there were 302 homeless students in the school district as of June 2017. We anticipate developing a process that invites TTSD families into the program at a rate proportionate with known need. Our goal is to be a year-round resource to all of the communities. From month to month, the makeup of families in the program will vary.

What Percentage of Your Program is Dedicated to Service in Tualatin?

We anticipate that approximately half of the students and families that enter the program will be from Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Lake Oswego, grant awarded 2017 (funds to be released upon receipt of 501c3 determination letter - application for 501c3 status is currently pending with the IRS); City of Tigard, grant awarded 2017.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[fptv_budget_year_0-2.pdf](#)

Please Submit Your Board Information

[board_members_fptv_2017.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[501c3_status_for_family_promise_of_tualatin_valley_is_currently_pending.pdf](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21121>

Family Promise of Tualatin Valley - Budget Year 0-Year 2 (2017-2019)

	Year 0	Year 1*	Year 2
INCOME	2017	2018	2019
Donations (individuals, corporations)	\$ 2,000.00	\$ 20,000.00	\$ 40,000.00
Grants (government, civic, foundations, congregations)	\$ 4,500.00	\$ 40,000.00	\$ 85,000.00
TOTAL INCOME	\$ 6,500.00	\$ 60,000.00	\$ 125,000.00
 EXPENSES			
General and Administrative Expenses			
Accounting/tax preparation	\$ -	\$ 500.00	\$ 1,000.00
Bank charges	\$ 125.00	\$ 125.00	\$ 125.00
Formation costs	\$ 1,500.00	\$ -	\$ -
Corporate insurance	\$ 500.00	\$ 1,500.00	\$ 3,000.00
Postage and PO Box Fees	\$ 300.00	\$ 750.00	\$ 750.00
Printing	\$ 750.00	\$ 750.00	\$ 750.00
Office Supplies	\$ 750.00	\$ 750.00	\$ 1,000.00
Website hosting/development	\$ 1,250.00	\$ 500.00	\$ 500.00
Communications (phones, internet)	\$ -	\$ 1,500.00	\$ 3,000.00
Licenses/Permits	\$ 75.00	\$ 150.00	\$ 150.00
Subtotal	\$ 5,250.00	\$ 6,525.00	\$ 10,275.00
 Personnel Expenses*			
Director	\$ -	\$ 25,000.00	\$ 50,000.00
Van Driver	\$ -	\$ 8,190.00	\$ 16,380.00
Staff (Case Manager)	\$ -	\$ -	\$ 23,400.00
Payroll Taxes	\$ -	\$ 3,982.80	\$ 10,773.60
Health Insurance	\$ -	\$ 3,000.00	\$ 6,000.00
Volunteer Manuals	\$ -	\$ 1,200.00	\$ 1,200.00
Subtotal	\$ -	\$ 41,372.80	\$ 107,753.60
 Day Center Expenses			
Guest Supplies (cots/beds)	\$ -	\$ 2,000.00	\$ 500.00
Renovation Supplies	\$ -	\$ 1,000.00	\$ -
Office Equipment/Furniture	\$ -	\$ 1,000.00	\$ -
Subtotal	\$ -	\$ 4,000.00	\$ 500.00
TOTAL EXPENSES	\$ 5,250.00	\$ 51,897.80	\$ 118,528.60
Affiliation Fee to National	\$ -	\$ 78.75	\$ 778.47
Net Income (Expense)	\$ 1,250.00	\$ 8,023.45	\$ 5,692.93
 IN KIND DONATIONS (estimate only, provided by national)			
		<i>operations</i>	
		<i>start 7/1/18</i>	
IHN Volunteers	\$ -	\$ 100,000.00	\$ 200,000.00
Meals	\$ -	\$ 17,500.00	\$ 35,000.00
Utilities	\$ -	\$ 4,000.00	\$ 8,000.00
Day Center Rent	\$ -	\$ 12,000.00	\$ 24,000.00
Equipment/Supplies	\$ -	\$ 7,500.00	\$ 15,000.00
TOTAL IN KIND DONATIONS	\$ -	\$ 141,000.00	\$ 282,000.00

*year 1 assumes staffing is working only 6 months of the year, starting in July 1, 2018

Family Promise of Tualatin Valley Board Member List

Rose Money	Co-Director
Carol Diforio	Co-Director
Elise Laubach	Secretary
Tanya Halvorson	Co-Treasurer
Nancy Smith	Co-Treasurer

501c3 status for Family Promise of Tualatin Valley is currently pending. Please see following letter regarding application:

 **IRS** Department of the Treasury
Internal Revenue Service
P.O. BOX 2508
CINCINNATI OH 45201

In reply refer to: 9999999999
June 14, 2017 LTR 3367C S0
81-5297091 000000 00
00036097
BDDC: TE


FAMILY PROMISE OF TUALATIN VALLEY
9000 SW DURHAM ROAD
TIGARD OR 97224

072146

Employer identification number: 81-5297091
Tax form: 1023
Document locator number: 17053-156-32600-7
For assistance, call: 1-877-829-5500

Dear Applicant,

We received your application for exemption from federal income tax and your user fee payment.

During the initial review process, applications for exemption are separated into two groups:

1. Those that can be processed based on information submitted
2. Those that require additional information to be processed

If your application falls in the first group you'll receive a determination letter within approximately 90 days from the date of this notice stating that you're exempt from federal income tax.

If your application falls in the second group, you'll be contacted when your application has been assigned to an Exempt Organizations specialist for review. You can expect to be contacted within approximately 180 days from the date of this notice. After 180 days, if you haven't been notified your application was assigned to a specialist, you can contact Customer Account Services Monday through Friday at the toll-free number shown above to check on its status. The individual calling on your behalf will need the following information:

- * Your name
- * Your employer identification number (EIN)
- * The document locator number listed above and assigned to your request
- * A proper power of attorney submitted with your exemption application, unless the individual calling is an officer or director and legally authorized to represent you

The IRS doesn't issue "tax-exempt numbers" or "tax-exempt certificates" for state or local sales or income taxes. If you need exemption from these taxes, contact your state or local tax offices.

Most organizations are required to file an annual information return

9999999999
June 14, 2017 LTR 3367C SO
81-5297091 000000 00
00036098

FAMILY PROMISE OF TUALATIN VALLEY
9000 SW DURHAM ROAD
TIGARD OR 97224

(Form 990, Form 990-EZ, or Form 990-PF) or electronic notice (Form 990-N, the e-Postcard) while their applications for exemption or miscellaneous determination requests are pending. If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked. Visit www.irs.gov and type "annual exempt organization return: who must file" in the search box for information on the types of organizations that are required to file annual returns or notices.

To receive the Exempt Organizations' EG Update, an electronic newsletter with information for tax-exempt organizations and tax practitioners, go to www.irs.gov/charities and click on "Free e-Newsletter."

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

Sincerely yours,

Stephen A. Martin

Stephen A. Martin
Director, ED Rulings & Agreements

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #15

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Fri, 07/07/2017 - 4:32pm
73.25.86.211

Agency Contact Information

Agency Name

Good Neighbor Center

Address

11130 SW Greenburg Rd.

City

Tigard

State

OR

Zip Code

97223

Contact Name

Jack Schwab

Contact Telephone Number

5034436084

Contact Email Address

jschwab@goodneighborcenter.org

Agency Request Information

Request

\$5,000

What is the Request for?

This request is for the Children's Program. We are the only family homeless shelter in East Washington County. The Good Neighbor Center relies heavily on community support: donations, funding and volunteers. While the families are experiencing the hardships that have led them to the shelter, supporting, nurturing and providing a safe environment is very important to us. We just finished our Clubhouse for the kids. This donation would help support the operating of the Clubhouse.

Describe the Agency's Mission

The mission of GNC is to provide safe, emergency housing with supportive and empowering services for families. We strongly believe in "giving a hand up, not a handout". This philosophy of promoting self-sufficiency can be seen through offered services, including case management, housing and employment resources, and educational programs for children and adults.

What Group of Citizens in Tualatin Does Your Organization Target?

Homeless families

What Types of Services will be Provided in the Funding Request Year?

At GNC we operate an afterschool program daily for the kids in our residence and those who have left our residence for permanent housing. In the summer GNC provides an all day Summer School. To operate these programs GNC has hired a Children's Advocate. The requested grant funds would support this staff member and the aforementioned programs, providing consistency, safety, education and fun for the children during an uncertain chaotic time in their lives.

How Many Tualatin Residents will be Served?

The Center can house up to 9 families and 45 individuals at any given time. Residents can stay up to six weeks at GNC,

What Percentage of Your Program is Dedicated to Service in Tualatin?

GNC serves East Washington County of which Tualatin is included. Homelessness is an increasing problem. One of the growing categories of homelessness are families with young children.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

Community Development Block Grant
Emergency Shelter Grant
Emergency Food and Shelter Program
Housing and Urban Development Grant
City of Tigard
City of Sherwood
City of Beaverton

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[proposed_budget_fy_2017-18.xlsx](#)

Please Submit Your Board Information

[board_roster_2016-17.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[501c3.docx](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/18601>

Good Neighbor Center Operating Budget	Adopted FY2016-17	Actual FY2016-17 5/31/17	Proposed FY2017-18	Notes
<u>REVENUE</u>				
Washington County Levy	277,197.00	277,196.00	282,740.00	1
WA Co Maintenance Funds	15,000.00	15,000.00	15,000.00	
ESG (County/CAO)	20,000.00	15,000.00	20,000.00	
EFSP (CAO)	0.00	36,864.00	0.00	2
SHAP (CAO/State)	58,848.00	84,901.70	54,500.00	3
HUD Grant	30,000.00	31,274.33	30,584.00	
CDBG Grant (County)	18,611.00	11,278.19	18,611.00	4
CDBG Grant (Beaverton)	25,000.00	18,596.47	25,000.00	5
City of Beaverton (Gen. Fund)	0.00	0.00	0.00	5
City of Tigard	15,000.00	15,000.00	15,000.00	
City of Tualatin	4,500.00	4,500.00	4,500.00	
Private Donations	90,000.00	78,815.14	90,000.00	6
General Foundation Grants	25,000.00	33,769.03	30,000.00	7
Building Fund	0.00	32,675.00	0.00	8
Fundraising Events	30,000.00	27,672.67	35,000.00	9
Children's Program Donations	5,000.00	1,379.10	2,500.00	10
Interest Income	150.00	139.52	150.00	
Pathway Home Fund	5,000.00	15,000.00	10,000.00	11
Project Homeless Connect	4,000.00	2,993.36	3,000.00	12
Designated Use Donations	1,000.00	0.00	1,000.00	13
SAIF Dividend	1,500.00	1,477.00	1,500.00	
Other Income	1,500.00	1,675.01	2,000.00	
Health Care Credit	1,400.00	5,889.16	4,032.00	14
General Online Donations	5,000.00	6,978.10	7,500.00	15
TOTAL REVENUE	633,706.00	718,073.78	652,617.00	
<u>EXPENSE</u>				
Wages	393,300.00	347,965.59	384,000.00	16
Payroll Taxes	42,250.00	35,622.24	41,000.00	17
Medical/Dental/Life Ins.	71,000.00	68,834.19	73,865.00	18
IRA Retirement Plan	7,000.00	5,650.68	6,300.00	
Sub-Total Personnel	513,550.00	458,072.70	505,165.00	
Business/Property/Liability Ins.	6,600.00	7,209.58	6,655.00	
Worker's Compensation Ins.	5,000.00	2,363.62	6,222.00	
Director & Officer Ins.	2,600.00	2,789.00	2,789.00	
Volunteer Ins.	350.00	340.00	340.00	
Auto Insurance	1,300.00	1,720.00	1,472.00	
Sub-Total Insurance	15,850.00	14,422.20	17,478.00	
Shelter Food Needs	500.00	0.00	500.00	

Children's Program	1,500.00	1,260.72	1,500.00	
Equipment Lease	2,700.00	2,282.99	2,700.00	
Offsite Storage	500.00	530.10	600.00	
Client Assistance Expense	2,500.00	1,594.50	2,500.00	
Transition Housing Assistance	1,750.00	1,744.18	1,750.00	
Pathway Home Fund Expense	5,000.00	11,497.00	10,000.00	11
Project Homeless Connect	4,000.00	2,933.38	3,000.00	12
Drug Testing	1,600.00	1,570.00	350.00	
Sub-Total Program	20,050.00	23,412.87	22,900.00	
Heat	5,000.00	3,774.37	4,500.00	
Electricity	8,700.00	7,540.60	9,000.00	
Water/Sewer	8,200.00	6,972.24	8,200.00	
Refuse	4,000.00	3,782.65	4,000.00	
Telephone	3,000.00	3,392.34	3,500.00	
Cell Phone Reimburse	1,300.00	1,546.64	2,700.00	
Floor Care	2,100.00	1,975.16	2,200.00	
County Maintenance Fund	7,500.00	19,214.12	15,000.00	
Facility Maintenance	2,500.00	2,914.14	2,500.00	
Sub-Total Facility	42,300.00	47,337.89	51,600.00	
Financial Audit/Tax Returns	9,750.00	10,430.00	7,000.00	19
Office Supplies	1,750.00	2,662.83	1,900.00	
Office Equipment	1,250.00	0.00	1,000.00	
Bookkeeping Service	4,200.00	4,100.00	4,800.00	
Online Donation Charges	250.00	114.24	250.00	
Bank & Direct Deposit Fees	400.00	357.24	400.00	
Automotive Expenses	1,250.00	1,006.77	1,250.00	
Licenses & Taxes	1,000.00	100.00	500.00	
Dues & Subscriptions	600.00	0.00	1,000.00	20
Staff Training	750.00	2,118.94	4,000.00	
Board Expenses	500.00	69.00	450.00	
Business Meals	200.00	0.00	200.00	21
Travel & Reimbursement	1,250.00	771.98	900.00	
Sub-Total Administration	23,150.00	21,731.00	23,650.00	
Volunteer Recognition	500.00	436.41	500.00	
Staff Recognition	1,500.00	1,756.38	1,500.00	
Sub-Total Volunteer	2,000.00	2,192.79	2,000.00	
Printing	2,500.00	1,679.04	2,000.00	
Postage	1,750.00	1,151.15	1,200.00	
Advertising	500.00	834.00	1,000.00	
Fundraising Events	2,250.00	1,741.71	3,000.00	
Website/IT/Media	750.00	1,022.38	1,200.00	
Sub-Total Mktg & Development	7,750.00	6,428.28	8,400.00	

Designated Use-Expense	1,000.00	31.90	1,000.00
Other Expense	1,000.00	921.96	1,000.00
Sub-Total Other	2,000.00	953.86	2,000.00
<hr/>			
TOTAL EXPENSE	626,650.00	574,551.59	633,193.00
<hr/>			
NET INCOME BEFORE DEP.	7,056.00	143,522.19	19,424.00
DEPRECIATION	22,500.00	22,500.00	35,000.00
NET INCOME	-15,444.00	121,022.19	-15,576.00

**East Washington County Shelter Partnership Council, Inc.
dba Good Neighbor Center
Board of Directors 2016-17**

<u>Name/Address</u>	<u>Affiliation</u>	<u>Term Ends</u>
Ellen Sutton, Chair 13683 SW Tamaway Lane Tigard, OR 97223 (917) 697-9847 (cell) suttonellen@yahoo.com	Attorney-at-Law	6/30/2017 (Officer) 6/30/2018 (Director)
Steve Schmitt, Vice Chair PO Box 2053 Tualatin, OR 9706 (503) 281-0055 (work) srs@bisnett.com	Bisnett Insurance Insurance – CLU	6/30/2017 (Officer) 6/30/2018 (Director)
Nancy Peters, Secretary 12490 SW Katherine St. Tigard, OR 97223 (503) 790-7825 (work) Nancy_M_Peters@Keybank.com	KeyBank VP, Services Officer	6/30/2017 (Officer) 6/30/2017 (Director)
Jennifer Sheasgreen, Treasurer 10300 SW Greenburg Rd., Suite 465 Tigard, OR 97223 (503) 208-2169 (work) (503) 720-1388 (cell) jsheasgreen@triumphhf.com	Triumph Healthcare Finance President	6/30/2017 (Officer) 6/30/2017 (Director)
David Aldridge 8861 SW Commercial St. Tigard, OR 97223 (503) 639-2340 (work) AldridgeDavid@gmail.com	Aldridge & Associates Business Brokers	6/30/2017 (Director)
Alexander Buchanan-Munro 3643 SW Logan St. Portland, OR 97219 (503) 718-9164 (work) alex.buchananmunro@biamp.com	Biamp Systems Chief Financial Acct.	6/30/2017 (Director)
Thomas Heger 10580 SW 161 st Ct. Beaverton, OR 97007 (816) 309-8264 (cell) tom.heger@jedunn.com	J. E. Dunn Construction Vice President-Operations	6/30/2018 (Director)

<p>April Linder 11845 SW 91st Ave. #79 Tigard, OR 97223 april.linder14@gmail.com (503) 481-0260 (cell) (503) 292-8708 (work)</p>	<p>Housing Independence Program Manager</p>	<p>6/30/2018 (Director)</p>
<p>Shannon Moxley 12360 SW James Street Tigard, OR 97223 (503) 590-5176 (cell) smoxley@frontier.com</p>	<p>Certified Public Accountant</p>	<p>6/30/2017 (Director)</p>
<p>Jacob Pilling 14460 SW 80th Pl Tigard, OR 97224 (503) 440-0209 jacob.pilling@gmail.com</p>	<p>HomeStreet Bank VP, Branch Manager</p>	<p>6/30/2017 (Director)</p>
<p>Jason Werts 9515 SW 151st Ave. Beaverton, Oregon 97007 (503) 423-8862 (work) (503) 347-0280 (cell) jwerts@unitusccu.com</p>	<p>Unitus Community C. U. Chief Operating Officer</p>	<p>6/30/2018 (Director)</p>
<p>Dean Williams 13285 SW Yale Pl Tigard, OR 97223 (503) 708-8537 (cell) deanw353@gmail.com</p>	<p>Washington Trust Bank Retired</p>	<p>6/30/2017 (Director)</p>
<p>Marty Wine 4537 SW Arnold St. Portland OR 97219 (206) 419-8081 (cell) mlwine38@gmail.com</p>	<p>City of Tigard City Manager</p>	<p>6/30/2018 (Director)</p>

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date OCT 19 2004

EAST WASHINGTON COUNTY SHELTER
PARTNERSHIP COUNCIL INC
11130 SW GREENBURG RD
TIGARD, OR 97223-5433

Employer Identification Number:

93-1269989

DLN:

17053269739054

Contact Person:

ERIC J BERTELSEN

ID# 31323

Contact Telephone Number:

(877) 829-5500

Public Charity Status:

170(b)(1)(A)(vi)

Dear Applicant:

Our letter dated JANUARY 2000, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading between 8:00 a.m. - 6:30 p.m. Eastern Time.

Please keep this letter in your permanent records.

Sincerely yours,



Lois G. Lerner
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CG)

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #16

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Tue, 08/15/2017 - 9:46am
50.53.78.189

Agency Contact Information

Agency Name

Just Compassion of East Washington County

Address

P.O. Box 230025

City

Tigard

State

OR

Zip Code

97281

Contact Name

Donna Krauthoefer

Contact Telephone Number

9714096821

Contact Email Address

krauthoefer@aol.com

Agency Request Information

Request

Just Compassion is requesting funding in the amount of \$5,000.

What is the Request for?

Just Compassion currently operates a day center one day a week for homeless adults living in the eastern portions of Washington County. We recently acquired property so that we can expand our operation and services to become a one-stop resource center for the homeless living in this broad community. We are asking the City of Tualatin to assist us in upgrading the building to better meet the needs of our mission and to help with operational costs.

Describe the Agency's Mission

Just Compassion is a coalition of religious, service, civic and business organizations and individuals striving to create a safe and hospitable environment and a community centered response to the needs of those living without home and those living in poverty in Washington

County. Current coalition member organizations provide the following: overnight severe weather shelters, operate food pantries, provide household goods and services to the newly housed, provide mental health counseling, eye glasses, etc. and collaborate with the City of Tigard. Members of Just Compassion are part of the City of Tigard Task Force on Homelessness. Just Compassion operates the City of Beaverton overnight severe weather shelter.

What Group of Citizens in Tualatin Does Your Organization Target?

Just Compassion targets the adult homeless who are living in Tualatin as well as other parts of Washington County. Due to the transient nature of homelessness, people move from one area to another to find resources without regard to boundaries. We do not limit our services to those with a specific address, but provide resources to those who need it.

What Types of Services will be Provided in the Funding Request Year?

The day center is being developed in phases which will be attached. Currently, in phase 1, the day center provides: morning snack and nutritious lunch; safe place to rest and sleep; positive social interactions; restrooms; entertainment; assistance in completing forms for insurance, housing, employment, document recovery, etc.; access to resources for counseling, housing, mental and physical health, employment and training opportunities, job resume preparation; Wi-fi access; clothing exchange and mailing address. With the property acquisition we will be able to provide on-site laundry and shower facilities; extended computer access; develop the Housing Advocacy Team; serve more adults and expand our operations in phases II and III.

How Many Tualatin Residents will be Served?

The day center will serve between 16-22 homeless adults based on the number of adults who regularly access the Rolling Hills overnight severe weather shelter and the number regularly observed in the Tualatin library.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Approximately 33% of our program is dedicated to the homeless adults of Tualatin although the services will be provided in Tigard.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We have received \$5,000 from the City of Tigard as well as in-kind services for printing and media assistance. We have applied for food assistance from the Emergency Food and Shelter Program of Washington County in the amount of \$3060 and will be applying for a Washington County Community Development Block Grant for \$60,000 over a two-year period.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[2017-2018_budget.pdf](#)

Please Submit Your Board Information

[jboardmembers.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[501c3.pdf](#)

Other Attachments

[jcewc_tigard_day_center_phases.docx](#)

Just Compassion of East Washington County
Current Year Profit & Loss Budget
July 2017 through June 2018

Jul '17 - Jun 18

Ordinary Income/Expense	
Income	
Donations - MODA Volunteerism	7,800.00
Donations - Permanently Restrict	53,100.00
Donations - Unrestricted	10,882.00
Rent Income	12,650.00
Total Income	84,432.00
Gross Profit	84,432.00
Expense	
Administrative Expenses	
Bank Charges	0.00
Bookkeeping	750.00
Insurance - Liability	4,650.00
Marketing & Development	
Advertising	1,080.00
Postage	400.00
Promotional	1,000.00
Volunteer Appreciation	1,000.00
Total Marketing & Development	3,480.00
Meals and Entertainment	0.00
Office Expenses	590.00
Post Office Box	224.00
Professional & Legal Fees	3,390.00
Software	50.00
Stationery & Printing	600.00
Taxes & Licenses	75.00
Total Administrative Expenses	13,809.00
Bus Tickets	3,900.00
Cleaning	7,300.00
Clothing & Toiletries	660.00
Coins	1,000.00
Equipment	600.00
Food	7,200.00
Laundry	9,850.00
Lease	33,000.00
Management/Oversight	2,400.00
Mileage	300.00
Onsite Coordinator	19,180.00
Repair & Maintenance	5,000.00

Just Compassion of East Washington County
Current Year Profit & Loss Budget
July 2017 through June 2018

	Jul '17 - Jun 18
Supplies	3,300.00
Utilities	3,850.00
Total Expense	111,349.00
Net Ordinary Income	-26,917.00
Other Income/Expense	
Other Expense	
Fixed Assets	10,000.00
Total Other Expense	10,000.00
Net Other Income	-10,000.00
Net Income	<u>-36,917.00</u>



JUST COMPASSION
of East Washington County

Board of Directors

Darla Samuelson – Executive Director of Just Compassion

16540 SW Copper Creek Dr

Tigard, OR 97224

971-570-7928

Occupation: Director, Masters Programs at George Fox Evangelical Seminary

Experience: Coordinator of Showers and Laundry Program for homeless adults

Valerie Burton – Vice Chair of Just Compassion

18675 NW Shadow Lane

Portland, OR 97229

208-871-7597

Occupation: Bridgeview Clinical Services Manager at Luke-Dorf

Experience: Outreach coordinator for homeless with mental issues in Washington County

Carol C Herron – Board Member

16718 SW Jordan Way

Tigard, OR 97224

Land Line: 503 620-4117

Cell: 503 799-3980

Occupation: Retired financial planner

Experience: Director of St. Anthony's of Tigard overnight severe weather shelter

Donna Krauthoefer

15680 SW Baker Ln

Tigard, OR 97224

971-409-6821

Occupation: Retired Educator

Experience: Volunteer with homelessness programs

Rob Watson

17062 SW Cobblestone Dr

Sherwood, OR 97140

503 476-6206

Occupation: Lieutenant/Paramedic Tualatin Valley Fire and Rescue

Experience: Director of St. Francis of Sherwood overnight severe weather shelter



JUST COMPASSION
of East Washington County

Sue Stephens

P.O. Box 230250

Portland, OR 97281

503-313-6423

Occupation: Career Coach, Volunteer

Experience: Current Volunteer Manager of JC Day Center; Steering Committee Member of St. Anthony's overnight severe weather shelter

Patricia A. May

9655 SW McKenzie St. #16

Tigard, OR 97223

971-770-7418

Occupation: Advocate/Volunteer

Experience: Formerly homeless for three years

Jacob Pflug

16115 SW 1st #303

Sherwood, OR 97140

503-915-2324

Occupation: Business Owner/Pastor

Experience: Volunteer with Showers and Laundry

Renee Brouse

22794 SW Highland

Sherwood, OR 97140

501-862-4010

Occupation: Executive Director of Good Neighbor Center, Former Sherwood City Councilor

Experience: Coordinator of showers for homeless at Sherwood YWCA

Patricia K. Thomas - Treasurer

14240 SW 150th Ave.

Tigard, OR 97224

503-590-1965

Occupation: Self-employed CPA PC

Experience: Volunteer with homeless programs

Rebecca Bloomfield

503-927-7630

Occupation: VP Cook Construction: Bloomfield Consulting

Experience: Former executive director of nonprofits and volunteer

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **JUN 23 2015**

JUST COMPASSION OF EAST WASHINGTON
COUNTY
PO BOX 230026
TIGARD, OR 97281

Employer Identification Number:
47-3373831
DLN:
17053140359005
Contact Person:
PAULA J MOLL-MALONE ID# 31262
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
June 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
January 16, 2015
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,


Director, Exempt Organizations



JUST COMPASSION OF EAST WASHINGTON COUNTY DAY CENTER

The Just Compassion Day Center will provide homeless adults with the following services, implemented over time as financial and volunteer resources become available:

PHASE ONE – Pilot program, 1-3 days per week: - Current Status

- *A volunteer part-time manager who will be on-site during open hours*
- *A space to gather during the day which will divert them from loitering in downtown Tigard and around businesses*
- *A refuge from the elements – heat, cold, rain, etc.*
- *A place of relaxation and rest*
- *A place of positive socialization, acceptance and safety*
- *Available restroom facilities*
- *Provision of nutritious lunch and beverages*
- *Available resource information for mental health, drug counseling, identification, medical assistance, insurance, etc.*
- *Available clothing exchange*
- *A mailing address so that individuals may apply for jobs, receive housing information and support payments*

▪ **PHASE TWO – Program implementation, 1-3 days per week: Complete March 1, 2017**

- *A salaried part-time manager who will be on-site during open hours*
- *A food service area to prepare food on site with volunteers having food handler's cards*
- *Computers will be available for checking emails, job research, and filling out applications*
- *Provide shuttle for transport to Day Center from Sherwood, Tualatin and Tigard libraries*
- *Provide job counseling*
- *Partner with mental health agency for on-site counseling services*
- *Provide medical, vision and dental health resource information*
- *Implement Housing Advocate Team: A structured mentorship program to help individuals access and maintain affordable housing*
- *Housing transition classes*
- *Partner with other entities for job training and apprenticeships*

PHASE THREE – Program expansion, 4 days per week: June 1, 2017

- Secure storage lockers provided
- Showers will be available
- Washer and dryer to be available for laundry
- Mentorship program

PHASE FOUR – Continued program expansion, 5 days per week: July 1, 2018

- *A salaried full-time manager will be on-site during open hours*
- Job counseling
- Host Alcoholic Anonymous/Narcotic Anonymous meetings
- Establish site for Portland Community College extension classes
- Partner with community mental health agency for on-site counseling services
- Schedule van for medical, vision, and dental services by outside providers

PHASE FIVE – Full program implementation, 5 days per week: February 1, 2019

- Partner with business community entities for job training and apprenticeships
- Initiate self-sustaining business venture employing clients and former clients
- Provide overnight emergency shelter
- Provide interim housing in self-contained units

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #30

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Tue, 09/05/2017 - 3:01pm
184.252.206.145

Agency Contact Information

Agency Name

Love INC Tigard, Tualatin and Sherwood

Address

11820 SW King James Place, Suite G

City

Tigard

State

Oregon

Zip Code

97224

Contact Name

Michelle McLaughlin

Contact Telephone Number

503-443-6888

Contact Email Address

michellem@loveinc-tts.org

Agency Request Information

Request

\$5,200

What is the Request for?

We are requesting \$5,200 for a paid part-time Administrative Assistant position. As Love INC's Beaverton location has closed its doors due to funding we are taking on the needs and requests of the Beaverton area. This has placed an unforeseen burden on our staff and volunteers. We have had to turn away people who have called in for help because we do not have the capacity to serve them.

Describe the Agency's Mission

Love INC operates as a help center to children and families of our local community. Our mission is to connect families in need with local churches and service agencies who can assist them. We provide clothing, food, bus tickets, formula and diapers to those who need it most.

What Group of Citizens in Tualatin Does Your Organization Target?

Our organization targets those who meet or are below the poverty line in our local community. Many of our clients are homeless, food insecure or have mental or physical disabilities. Many do not qualify for other state or federal subsidies and are in desperate need of help. We often hear we are people's last call before giving up.

What Types of Services will be Provided in the Funding Request Year?

We will be providing:

Clothing Closet

Transportation (Bus Tickets)

Haircuts

Food Boxes

Diapers and Formula

Furniture

Budget Counseling

How Many Tualatin Residents will be Served?

Over 600

What Percentage of Your Program is Dedicated to Service in Tualatin?

100%

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

None

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[4- love_inc_financial_statements_bal_sheet_pl.pdf](#)

Please Submit Your Board Information

[3- 2017_love_inc_board_members_3-1-2017.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[1- love_inc_tts_501c3_received.pdf](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21741>

2:54 PM
03/30/17
Accrual Basis

Love INC TTS
Balance Sheet
As of March 30, 2017

	<u>Mar 30, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 · Wells Fargo - Checking 9865	6,293.40
1002 · Wells Fargo - Savings 0996	<u>7,378.40</u>
Total Checking/Savings	13,671.80
Total Current Assets	13,671.80
TOTAL ASSETS	<u>13,671.80</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2005 · Accounts Payable	60.17
Total Accounts Payable	<u>60.17</u>
Total Current Liabilities	<u>60.17</u>
Total Liabilities	60.17
Equity	
3000 · Opening Balance Equity	8,762.44
3200 · Unrestricted Net Assets	2,444.78
Net Income	<u>2,404.41</u>
Total Equity	13,611.63
TOTAL LIABILITIES & EQUITY	<u>13,671.80</u>

2:52 PM
 03/30/17
 Accrual Basis

Love INC TTS
Profit & Loss
 January 1 through March 30, 2017

	Jan 1 - Mar 30, 17
Ordinary Income/Expense	
Income	
4000 · Income--General Operating	
4001 · Contributions - Churches	6,100.00
4003 · Contributions - Board and Staff	166.00
4004 · Contributions - Individuals	2,380.00
4011 · Employee Donation Program	58.91
4012 · Fred Meyer Community Rewards	67.96
4015 · AmazonSmile Awards	21.31
Total 4000 · Income--General Operating	8,794.18
4025 · Interest Income	0.09
4100 · Fundraising	
4101 · Events and Activities	
4101A · Appeals	50.00
4101D · Play, (Elf) Outside Events	4,500.00
Total 4101 · Events and Activities	4,550.00
Total 4100 · Fundraising	4,550.00
4200 · Grants and Awards	
4201 · Gap Support--Bus Tickets	300.00
4210 · City of Tigard Grant	5,000.00
Total 4200 · Grants and Awards	5,300.00
Total Income	18,644.27
Cost of Goods Sold	
5200 · Cost of Goods Grants and Awards	
5201 · COGS, Gap Support--Bus Tickets	165.50
5203 · COGS, GAP Support Misc.	25.00
Total 5200 · Cost of Goods Grants and Awards	190.50
Total COGS	190.50
Gross Profit	18,453.77
Expense	
6005 · Advertizing and Promotion	98.58
6010 · Chamber Membership	51.52
6012 · Computer Software	432.89
6017 · Education & Training	-20.00
6018 · Fees - PayPal, SqUp, etc.	24.27
6020 · Insurance	114.34
6030 · Miscellaneous	851.76
6038 · Office Supplies	1,461.32
6041 · Flood Damage Expense	1,061.83
6050 · Payroll	
6051 · Executive Director	2,797.70
6052 · Ex. Dir. Employee PR Taxes	785.05
6055 · GAP Coordinator Wages	1,019.66
6056 · GAP Coord - Employee PR Taxes	269.14
6057 · Help Center Coordinator	678.05
6058 · Hlp Cntr Co Employee - PR Taxes	127.00
6059 · Payroll Tax Expense - Employer	3,028.19
Total 6050 · Payroll	8,704.79
6060 · Postage	22.10
6066 · Rent	1,941.44
6068 · Telephone	1,304.52
Total Expense	16,049.36
Net Ordinary Income	2,404.41
Net Income	2,404.41



LOVE INC TIGARD, TUALATIN & SHERWOOD 2017 BOARD CONTACT INFORMATION

11820 SW King James PL. Suite 10G, Tigard, OR 97224
Office: 503-443-6888
admin@loveinc-tts.org

BOARD OF DIRECTORS	E-MAIL/HOME ADDRESS	PHONE
Virgil Michael <i>Chair</i>	<u>vlmichael84@gmail.com</u> 22100 SW Grahams Ferry Road Tualatin, OR 97062 Employer: Christ Community Church <i>Church: Christ Community Church-Tualatin</i>	503-309-1863 Cell 503-885-8839 Office <i>Term Began 7/2012</i>
Jane Marie Runion <i>Treasurer</i>	<u>jmrunion456@gmail.com</u> 5548 SW Natchez Street Tualatin, OR 97062 Employer: US Bank <i>Church: Countryside Community Church-Sherwood</i>	503-692-8781 (home) 503-603-2778 (work) <i>Term Began 4-3-2014</i>
Kylie Grunow <i>Secretary</i>	<u>kgrunow@gmail.com</u> 17864 SW Handley St. Sherwood, OR 97140 Self employed <i>Church: Pilgrim Lutheran Church-Beaverton</i>	503-707-9653 Cell <i>Term Began 2/19/2015</i>

Date of this notice: 05-16-2010

Employer Identification Number:
27-2581050

Form: SS-4

Number of this notice: CP 575 E

LOVE INC OF TIGARD TUALATIN
SHERWOOD
8842 SW STONO DR
TUALATIN, OR 97062

For assistance you may call us at:
1-800-829-4933

IF YOU WRITE, ATTACH THE
STUB AT THE END OF THIS NOTICE.

WE ASSIGNED YOU AN EMPLOYER IDENTIFICATION NUMBER

Thank you for applying for an Employer Identification Number (EIN). We assigned you EIN 27-2581050. This EIN will identify you, your business accounts, tax returns, and documents, even if you have no employees. Please keep this notice in your permanent records.

When filing tax documents, payments, and related correspondence, it is very important that you use your EIN and complete name and address exactly as shown above. Any variation may cause a delay in processing, result in incorrect information in your account, or even cause you to be assigned more than one EIN. If the information is not correct as shown above, please make the correction using the attached tear off stub and return it to us.

Assigning an EIN does not grant tax-exempt status to non-profit organizations. Publication 557, *Tax Exempt Status for Your Organization*, has details on the application process, as well as information on returns you may need to file. To apply for formal recognition of tax-exempt status, most organizations will need to complete either Form 1023, *Application for Recognition of Exemption Under Section 501(c)(3) of the Internal Revenue Code*, or Form 1024, *Application for Recognition of Exemption Under Section 501(a)*. Submit the completed form, all applicable attachments, and the required user fee to:

Internal Revenue Service
PO Box 192
Covington, KY 41012-0192

The Pension Protection Act of 2006 contains numerous changes to the tax law provisions affecting tax-exempt organizations, including an annual electronic notification requirement (Form 990-N) for organizations not required to file an annual information return (Form 990 or Form 990-EZ). Additionally, if you are required to file an annual information return, you may be required to file it electronically. Please refer to the Charities & Non-Profits page at www.irs.gov for the most current information on your filing requirements and on provisions of the Pension Protection Act of 2006 that may affect you.

To obtain tax forms and publications, including those referenced in this notice, visit our Web site at www.irs.gov. If you do not have access to the Internet, call 1-800-829-3676 (TTY/TDD 1-800-829-4059) or visit your local IRS office.

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #14

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Wed, 07/05/2017 - 9:56am
75.145.78.157

Agency Contact Information

Agency Name
Meals on Wheels People

Address
7710 SW 31st Avenue

City
Portland

State
Oregon

Zip Code
97219

Contact Name
Julie Piper Finley

Contact Telephone Number
503-953-8136

Contact Email Address
julie.piperfinley@mealsonwheelspeople.org

Agency Request Information

Request
We are requesting \$2,000 to support the senior nutrition program at the Juanita Pohl Center in Tualatin.

What is the Request for?
Funds will be used to provide meals to homebound seniors in Tualatin who receive Meals on Wheels as well as meals for those who dine at the Juanita Pohl Center.

Describe the Agency's Mission
We enrich the lives of seniors, and assist them in maintaining independence, by providing nutritious food, human connections and social support. We also use our expertise and capacity to serve other nutritionally at-risk populations.

What Group of Citizens in Tualatin Does Your Organization Target?

Meals are available to anyone age 60 or older who lives in Tualatin. Mobile seniors are encouraged to come to the Juanita Pohl Center for a nutritious lunch with choice of entrée on weekdays. Homebound seniors are eligible for Meals on Wheels delivery.

What Types of Services will be Provided in the Funding Request Year?

Meals on Wheels People provides hot, nutritious meals to older adults in Tualatin. In our most recently completed fiscal year, we served 18,552 meals at a cost of \$7.39 each for a total of \$137,099.

How Many Tualatin Residents will be Served?

In our most recently completed fiscal year (July 1, 2016 thru June 30, 2017) we served and delivered 18,552 meals to nearly 400 older adults in Tualatin

What Percentage of Your Program is Dedicated to Service in Tualatin?

100%

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We receive about 39% of our funding through Older Americans Act funding. The rest is fundraised from foundations, corporations, service and faith organizations as well as individuals. The only other government funding source we are soliciting for the Juanita Pohl Center is this application to the City of Tualatin.

Agency Organizational / Financial Information

Please Submit Your Budget Information

[juanita_pohl_center_mowp_budget.pdf](#)

Please Submit Your Board Information

[board_of_directors_2016-17_with_bios.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[501_c_3_irs_determination_letter.pdf](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/18161>

Meals on Wheels People	
Annual Budget	
Cost Center 410 Tualatin	
Unaudited	
	Approved
	Annual
	Budget
Revenue:	
Government:	
Older Americans Act	35,351
Medicaid	2,927
NSIP (formerly USDA)	12,677
Local Governments	717
Participant Contributions Congregate	13,577
Participant Contributions Home Delivered	6,902
Fundraising:	
Donations	10,539
Direct Solicitation	50,000
Special events	9,000
Center fundraising	9,000
Meal sales :	
Other :	
Interest earned and other investment earnings	378
In-kind contributions (net)	-
Total revenue	151,068
Expenses:	
Personnel:	
Salaries and wages	34,680
Payroll taxes and benefits	12,270
Food:	
Program meals	2,148
Food for events	-
MOW Supplies	36
Food Service Supplies	1,236
Professional services	670
Printing	568
Postage	-
Insurance	876
Office Supplies	228
Small Equipment	380
Repairs and maintenance	1,416
Subscriptions and memberships	84
Janitorial services and supplies	4,400
Mileage	-
Volunteer costs	200
Center programming	200
Fundraising costs	200
Bank charges	-
Miscellaneous	-
Depreciation	3,252
Intra-Unit Meals	60,170
Program Operations	22,922
Indirect expenses	5,132
Total Expenses	151,068



Board of Directors 2016-2017

Executive Committee:

DAVID DRINKWARD, President

Assistant General Counsel, Business Systems Manager, Hoffman Construction
805 SW Broadway, Suite 2100
Portland OR 97205

Tel: 503.221.8915 (w) 503.351.6076 (c)

Email: david-drinkward@hoffmancorp.com

Received BA in Psychology from Linfield College and J.D. from Willamette University College of Law. Worked as Residential Treatment Counselor for Christie School and Project Staff for Stoel Rivers, LLP. Volunteered at Christie School, current Board Member/Vice President of Constructing Hope Pre-Apprenticeship Program, currently enrolled in the Portland Business Alliance's Leadership Portland Program.

TAWNIE NELSON, 1ST Vice President

Sr. VP, Regional Small Business Manager, Wells Fargo

12800 NE Salmon Creek Ave #114

Vancouver WA 98686

Tel: 360.759.4820 (w) 503.702.1009 (c)

Email: tawnie.nelson@wellsfargo.com

Works with three community bank presidents to coordinate banking store team members' strategy to serve small business owners throughout Oregon and Southwest Washington. Attended Pacific Coast Banking School at University of Washington. Volunteer for Clark County Food Bank, Oregon Food Bank, American Cancer Society, Habitat for Humanity and Junior Achievement. Involved with Meals on Wheels People's Valentine-A-Gram fundraiser and Clark County Luncheon.

SARAH JOANNIDES, 2ND VICE PRESIDENT

Director of Business Planning, New Seasons Market

1300 SE Stark Street

Portland OR 97214

Tel: 503.473.8717(w) 503.314.6882 (c)

Email: sarahj@newseasonsmarket.com

Received BA in Business Administration at University of Washington; MBA in Marketing and International Business from NYU. Volunteer for Taste of the Nation/Share our Strength and Meals on Wheels driver since 2007.

ASHLEY OSTEN, TREASURER

Moss Adams LLP

805 SW Broadway, Suite 1200

Portland OR 97205

Tel: 503.478.2251 (w) 208.301.1687 (h)

Email: ashely.osten@mossadams.com

Bachelor's degree from University of Idaho. Member of ALPCA and Oregon Society of CPAs. Volunteer on the Finance Committee.

DAVID VAN SPEYBROECK, Secretary

Attorney/Partner, Sussman Shank LLP

1000 SW Broadway, Suite 1400

Portland OR 97205

Tel: 503.972.4254 (w) 971.409.3291 (c)

Email:

dvanspeybroeck@sussmanshank.com

JD from Boston University School of Law, Bachelor's degree from Hamilton College. Practiced law for 25 years in commercial litigation. Former board member for Children's Relief Nursery, Oceanside Protection Society, Oregon Association Against Arson. Volunteer for Hands On Portland, Union Gospel Mission, Crime Commission Board. Member of Portland Rotary. Meals on Wheels driver.

Directors at Large:

KAY ABRAMOWITZ

Miller Nash, LLP
111 SW 5th Ave. Suite 2400
Portland OR 97201
Tel: 503.205.2336(w) 503.503.709.3018 (c)
Email: Kay.Abramowitz@MillerNash.com
Lawyer, Miller Nash. Received BS from University of Utah, JD from Northwestern School of Law at Lewis & Clark College. Volunteers for Portland Opera Board, Artists Repertory Theatre Board, Albertina Kerr Centers Board of Trustees, Portland Estate Planning Council Board, Membership Committee of University Club, Austin Family Business Board of Advisors, Member of Oregon Bar Association, Washington Bar, Utah State Bar.

JANET BEAN

HR Manager, Beaverton Foods
12385 SW Morning Hill Road
Tigard OR 97223
Tel: 503.924.4022 (w) 503.320.0050 (c)
Email: jbean@beavertonfoods.com
Social Sciences major at Cal Poly Pomona. Volunteer for Parent Teacher Organization, committee member for Beaverton Schools, HR sub-committee for Fruit & Flower Day Care Center, Oregon Humane Society. Meals on Wheels volunteer and steering committee member at Hillsboro Center.

BETH BIGGS

Vice President of Operations
Consonus Health
4560 SE International Way, Suiter 100
Milwaukie OR 97222
Tel: 971.206.5100 (w)
Email: bbiggs@consonushealth.com
Master of Public Administration from Portland State University and Bachelor's degree in Social Work from Minnesota State University. Member Health Insight Oregon Board of Trustees and Oregon Patient Safety Commission Board of Directors.

ROBYN BREWER

Vice President & Senior Trust Officer,
MUFG Union Bank
407 SW Broadway
Portland OR 97205
Tel: 503.225.2935 (w) 503.522.6948 (c)
Email: robyn.brewer@unionbank.com
Bachelor's degree in history and psychology from Portland State University. Past board membership with Raphael House, Hearing & Speech Institute, Broadway Rose Theater. Assists with resettlement of Iraqi refugees in Portland. Has delivered Valentine-A-Grams for several years.

SANDY CALWELL

2222 SE 12th Avenue
Camas WA 98607
Tel: 360.977.3595 (c)
Email: sandycalwell@aol.com
Author, photographer, editor. BA in Journalism from Wichita State University, MA in Christian Education from Moody Seminary. Formerly broadcast journalist. Volunteer at Washougal Center.

KATHY CHENG-YORK

McKesson Corporation
12972 SW Black Walnut Street
Tigard OR 97224
Tel: 503.730.7345 (c)
Email: kathy.cheng-york@outlook.com
Bachelor's degree in History and Social Science from Portland State University. Volunteer for OHCA & Leading Age Members, Oregon Humane Society. Volunteers for Valentine-A-Gram and delivers Meals on Wheels on weekends and holidays. Served on Spring Luncheon committee.

SCOTT CHRISTIANSON

Investment Advisor, Ferguson Wellman
888 SW Fifth Avenue, Suite 1200
Portland OR 97204

Tel: 503.226.1444 (w) 503.898.0155 (c)

Email: Christianson@fergwell.com

Bachelor's degree in business administration, finance and information management systems from Oregon State University. Financial planning certification program from Texas A&M University. Volunteer for Security Traders Association of Portland, Financial Planning Association of Oregon and SW Washington. Serves on Finance Committee. MOWP weekend driver.

KEVIN COEL,

17686 NW Country Drive
Portland, OR 97229

Tel: 971.801.4348 (h)

Email: kscoel1@gmail.com

Formerly vice president at XPO Logistics. BA in Economics from University of California, MBA from San Jose State University. Volunteers at St. Timothy's Episcopal Church in California; various roles in Boy Scouts of America including treasurer for pack.

TODD COFFMAN

Senior Project Manager, Tice Electric
2499 Pimlico Drive
West Linn OR 97068

Tel: 503.872.8244 (w) 503.341.7330 (c)

Email: toddc@ticeelectric.com

Portland Community College. Air crewman and aviation anti-submarine warfare operations for US Navy. Member of Oregon Society of Healthcare Engineers and Legacy Emanuel Wishes on Wheels. Volunteers as Meals on Wheels driver and at the MOWP/EC Company Charity Golf Tournament.

JIMMY CRUMPACKER

Fleming Oil Fund
0836 SW Curry Street, unit 1302
Portland OR 97239

202.427.6237 (h)

Email: Jimmy.crumpacker@gmail.com

Bachelor's degree in government from Georgetown University. Member of board of directors for Oregon Ballet Theatre. Meals on Wheels driver for Tigard Center.

STEVE FOLTZ

Owner, Westward Bon, Inc.
7800 SW Durham Road
Tigard OR 97224

Tel: 503.639.2747 x2(w)503.805.9223 (c)

Email: sfoltz1023@comcast.net

Bachelor's degree from Eastern Oregon University. Owner of Westward Bon, Inc. along with business partner John Whittaker, which includes 18 Jamba Juice locations, three Cinnabon locations and one Seattle's Best Café. Coaches numerous sports, runs races each year for a variety of causes, speaks at local high schools about marketing, business and franchises. Volunteers as a mentor for new franchisees entering the Cinnabon and Jamba system. Assisted with the Valentine-a-Gram for the past 18 years and has supported the Spring Luncheon.

LORI FRANK

Director of PACE Services,
Providence ElderPlace

4531 SE Belmont, Suite 100
Portland OR 97215

Tel: 503.215.3499 (w) 503.784.0668 (c)

Email: lori.frank@providence.org

BA, Occupational Therapy from Colorado State University, MBA in Healthcare from OHSU/Portland State University. Serves on the Board of Directors for the Hollywood Senior Center, volunteer at Camp Erin through Providence Hospice and various volunteer events for Oregon Food Bank.

JULIE FRANTZ

Multnomah County Circuit Court
2379 NW Quimby Street
Portland OR 97210

Tel: 503.701.0582 (c)

Email: Julie.e.frantz@ojd.state.or.us

BA, Stanford University; JD, Lewis & Clark Law School. Multnomah County Circuit Court judge since 1994. Previously litigation attorney, metropolitan public defender and adjunct professor at Lewis & Clark Law School. Volunteer service includes Habitat for Humanity board member, I Have a Dream Foundation board member, National Association of Women Judges, Lewis & Clark Law School Board of Visitors. Meals on Wheels driver since 1995.

ARNIE GARDNER

3265 NW Bauer Woods Drive
Portland OR 97229
Tel: 503.806.3751

Email: arniegardner@gmail.com

Retired CPA from Nike. Previously with Coopers & Lybrand. BS from Oregon State University. Former board member with Oregon Food Bank and currently on the board for Partners for a Hunger Free Oregon. Delivers Meals on Wheels for Beaverton Center.

STEVE HAUKE

Director of Member Development, Topco Associates

6700 SW Sandburg Street
Portland OR 97223

Tel: 503.639.6300 (w) 503.841.7783 (c)

Email: shauke@topco.com

BS from Oregon State University. Formerly sales rep for Darigold, regional manager for Tillamook Cheese. Meals on Wheels driver.

TIM KALBERG

Perkins & Co.

1211 SW 5th Ave, Suite 1000
Portland, OR 97204

Tel: 503.221.7511(w) 503.997.7511(c)

Email: tkalberg@perkinsaccounting.com

BS in Business Accounting from Montana State University. Formerly with KPMG in Billings, Montana. Member of AICPA and OSCP, board member of Riverbend Youth Services. Volunteer for various charitable events.

MARCUS LAMPROS

2357 NW Irving Street
Portland OR 97210

Tel: 971.221.3697 (c)

Email: mlampros@alliance-steel.com

BS in business from Oregon State University. Past president of Steel Service Center Institute of Oregon; past Board member of the Sellwood Improvement League, past chair of the Oaks Pioneer Church Committee. Delivers Meals on Wheels, served on Spring Luncheon Committee, Nominating Committee, Chair of Marketing Committee, and previous board member (2000 – 2006).

MARY ELLEN SEGER

Tigard Center Council Representative
7015 SW 33rd Place
Portland OR 97219

Tel: 503.206.6446 (h)

Email: melseger56@comcast.net

Retired pre-school teacher, secretary and retail sales. BA in pre-school education from University of Washington. Has been a 4-H, Camp Fire, and Boy Scout leader; member of the American Association of University Women, and board of directors for church. Delivers Meals on Wheels, serves on Tigard Steering Committee, Centers Council Representative and Site Committee.

LARRY SMITH

3019 SE Briarwood Drive
Vancouver WA

Tel: 360.910.8656 (c)

Email: vancouvertiger@comcast.net

Master's degree in recent American history from University of Missouri, master's degree in human resources management from Pepperdine, bachelor's degree in arts & sciences from Clemson University, one year resident course from US Army War College. Served in the military in Vietnam, Korea and Germany. Volunteer for Parks Foundation, SWIFT, American Red Cross, Partners in Careers, Community Health Home & Hospice, Community Military Appreciation Committee, Clark County Community Pride Committee, Veterans Court Advisory Board. Served on the Spring Luncheon Committee and delivers meals for Luepke Center.

ERNIE STALEY

3804 NE Davis Street
Portland OR 97232

Tel: 503.872.4548(w) 503.333.3519 (c)

Email: e3staley@gmail.com

BS from Oregon State University, MLA Government at Harvard University Extension, Architecture at University of New Mexico. Served in US Air Force for seven years. Former board member and chair of Old Church. Meals on Wheels volunteer for 10 years and member and chair of Elm Court Center Steering Committee.

SERILDA SUMMERS-MCGEE

*Director of Human Resources
Portland Development Commission
2001 NE Gertz Road
Portland OR 97211
Tel: 503.750.1491*

Email: serilda.summers@gmail.com

MBA from Willamette University, MA from Ball State University, BS from Grand Valley State University. Currently human resources director at Oregon Department of Education. Formerly with Kaiser Permanente Northwest and Partners for Diversity. Serves on the board for Willamette University Atkinson Business School, Stand for Children, Portland Development Commission and Albertina Kerr.

DAVID VAN SPEYBROECK, Secretary*

*Sussman Shank
1000 Broadway, Suite 1400
Portland, OR 97205
Tel: 503.972.4254 (w) 503.675.8090 (h)
Cell: 971.409.3291*

Email: [dvanSpeybroeck@sussmanshank.co](mailto:dvanSpeybroeck@sussmanshank.com)

[m](mailto:dvanSpeybroeck@sussmanshank.com)

Attorney/Partner at Sussman Shank. Received BA from Hamilton College in Boston, and JD Boston University School of Law. Practiced law for 25 years in commercial litigation. Former board member for Children's Relief Nursery; Oceanside Protection Society; Oregon Association against Arson. Volunteered for Hands On Portland and Union Gospel Mission and member of the Portland Rotary. Meals on Wheels driver since 2011.

STEVE WATTS

*Commercial Banking Leader, Pacific
Continental Bank
222 SW Columbia, Suite 1650
Portland OR 9701*

Tel: 503.350.5163 (w) 503.310.3604 (c)

Email: steve.watts@therightbank.com

Master's degree in banking from Pacific Coast Banking School, Bachelor's degree in business management and finance from Oregon State University. Past chair of Rotary Club of Portland, former treasurer for Oregon Council on Economic Education, former Junior Achievement volunteer. Delivers meals for Elm Court Center.



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550279
Feb. 08, 2013 LTR 4168C 0
93-0584318 000000 00

00027058

BODC: TE

MEALS ON WHEELS PEOPLE INC
PO BOX 19477
PORTLAND OR 97280-0477



008407

Employer Identification Number: 93-0584318
Person to Contact: Sophia Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Nov. 19, 2012, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in June 1971.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077550279
Feb. 08, 2013 LTR 4168C 0
93-0584318 000000 00
00027059

MEALS ON WHEELS PEOPLE INC
PO BOX 19477
PORTLAND OR 97280-0477

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Cindy Thomas
Manager, EO Determinations

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #18

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Wed, 08/16/2017 - 4:24pm
73.164.234.109

Agency Contact Information

Agency Name

Micro Enterprise Services of Oregon

Address

4008 NE MLK Jr. Blvd

City

Portland

State

OR

Zip Code

97212

Contact Name

Nita Shah

Contact Telephone Number

5038413351

Contact Email Address

nshah@mesopdx.org

Agency Request Information

Request

Micro Enterprise Services of Oregon (MESO) is requesting \$25,000 from the City of Tualatin for "Empowerment and Poverty Alleviation through Entrepreneurship" for the year 2017-2018.

What is the Request for?

MESO is requesting \$25,000 to provide Business Development Services in the City of Tualatin for two days, ten hours a week from Jan 2018 to Dec 2018. MESO will have an office location in the city and leverage the \$25,000 with additional \$197,000 from other sources. Besides strategic planning, MESO will offer access to capital, matched savings, market research reports, and business training and classes.

Entrepreneurship overcomes poverty. According to Peter Greer, coauthor of "Entrepreneurship for Human Flourishing," business is central to poverty alleviation because it allows individuals to

contribute to their own flourishing. Around the world, business empowerment and training has transformed communities into thriving, self-supporting, and attractive centers. In a study by CMI Chr. Michelsen Institute (Poverty Reduction Through Microbusiness) it is cited that "across all social groups, lack of knowledge and skills and access to capital were highlighted as the most important obstacles for doing business."

Micro Enterprise Services of Oregon (MESO) is a business lending and technical assistance organization based in Portland, Oregon. MESO is a compassionate space where those hardest hit by economic factors feel welcome and receive the best services to help their businesses grow. We reach a wide range of communities through our diverse staff, partnerships, and events. As one funder remarked, "MESO has succeeded in serving a target population that was slipping through the cracks. Very few organizations have their in-depth understanding of what it takes to run a small business or the intensive hands-on approach that is often necessary to help them grow."

What distinguishes MESO from conventional small business support programs is our approach to service delivery. We customize our services to each business, providing a hands-on approach that fosters a trusting and professional relationship focused on respecting the business owner's needs, education, and culture while increasing fundamental skills in business. Staff provides timely services to clients on-site at the business location, a practice that allows us to troubleshoot businesses from the inside out and provide on-the-spot recommendations and guidance.

Additionally, MESO has developed customized services and products that are unique and unrivaled by other agencies: MarketLink, Abacus bookkeeping system, various loan types, Individual Development Accounts, one-on-one and small group educational sessions. In everything we do, we seek to create the most beneficial and supportive experience for the client.

Describe the Agency's Mission

Micro Enterprise Services of Oregon seeks to improve the economic opportunities of underserved individuals through empowerment, education and entrepreneurship for the benefit of the greater community. In 2005, MESO was founded on a simple, yet remarkable notion – that individuals can change their own financial and social status through entrepreneurship, while being able to live and work in communities of their own choosing. In our 12th year, this vision continues to guide us and impact the neighborhoods we serve.

What Group of Citizens in Tualatin Does Your Organization Target?

MESO will target underserved, under employed, youth, low-income, and unbanked individuals who are interested in entrepreneurship for economic self-sufficiency.

Currently, 74% of MESO's clients are racial or ethnic minorities; 68% are women; and 9% are individuals who speak English as a second language. We will serve the following target population:

- a) People with Limited English/Immigrants/People of Color: MESO will target these communities and provide culturally sensitive services.
- b) Economically Challenged Communities: With the help of City & County economic development offices and partnering agencies, we have identified neighborhoods and communities that need assistance. Outreach will be conducted in these specific areas.
- c) People with Modest Incomes: the clients we serve will subsist at or below 80% of the area's median family income at the time of enrollment. The majority of individuals that approach us are at or below 30% area MFI.

Our mission to assist underserved entrepreneurs guides us to identify clients based on income, geography and demographics. Our intake procedure includes interviews, site visits, and reference checks. During this process we review income through previous year taxes,

employment history, and collective household income. For geographic identification, we look at the client's home and business address to determine a match to our City of Tualatin target. For demographics, clients complete an intake form which requests this information.

What Types of Services will be Provided in the Funding Request Year?

Guidance, timely support, and on-going training help build confidence which in turn makes the business succeed. MESO provides the following to ensure success:

- Navigating the System: Help with understanding business procedures, licensing and policies for self-employment.
- Accessibility and Appropriateness: Availability of timely services and support provided by culturally sensitive, supportive and understanding professionals.
- Access to Business Resources: Support with bookkeeping, marketing, taxes, legal, vendors and planning for growth.
- Access to Capital: Establishment of credit and access to grants (IDA) and loans (SBA, Credit Building).
- MarketLink: Robust, customized market research and outreach strategies

Navigating the System: We emphasize development of a core business foundation and the implementation of strategies focused on financial management, basic and advanced business planning, marketing, customer service, and streamlined and effective operations. Screening for highly motivated individuals, providing client-centric resources and access to capital, and providing services in a timely manner and at appropriate learning levels help clients grow successful businesses.

Accessibility and Appropriateness: MESO's strategy of providing services within the communities that face adversity has led to phenomenal traction within communities in need. By meeting clients at their business locations, we ensure they receive on-the-spot support and troubleshooting effective in stabilizing and growing their businesses.

Access to Business Resources: MESO recognizes that for a business to survive and thrive, they need information and connections to make informed business decisions and grow their business. Information is access to competitive business intelligence, marketing lists and industry trends. Connections consist of assisting disadvantaged entrepreneurs by removing barriers to utilizing market research, one-on-one technical assistance, coaching, networking and interviewing.

This includes connecting the entrepreneur with industry experts, and strategies for building a web presence using social media as well as traditional marketing methods. Through MESO's Entrepreneur Training series, we are able to connect clients to trained professional that can relate practical solutions in addition to traditional classroom training.

Access to Capital: We understand the situations and psychology that leads individuals to eschew traditional banking.

To address unbanked individuals' needs, MESO has a track record of going with clients to the bank and supporting them in opening new accounts, while providing any necessary translation and education each step of the way. Individual Development Accounts incentivize the savings habit and provide opportunity for clients to develop positive relationships with banking institutions. This program provides grant funds for asset purchases which ensure a sustainable increase in net worth.

For the underbanked, we are aware that most banks do not provide low interest loans, and none provide loans without considerable paperwork. MESO offers a Credit Building Loan which is a small, zero interest loan (from \$100-\$250) that has a simplified application and is repaid over 6

months. Repayment is reported to credit agencies, which builds credit scores. This product helps individuals restore their credit score, develop positive repayment habits, and in many cases establishes credit for the first time.

We continue to work with clients by empowering them to access larger loans as their businesses grow. After years of providing loans to successful businesses, we've heard again and again how these same businesses could not access a line of credit through traditional lenders. This is why we collaborate with banking partners by securing credit lines so businesses can access the quick credit they need. This provides an alternative to merchant cash advances which usually charge exorbitant interest rates.

MarketLink: Since 2006, MESO has created over 1239 market research reports to meet entrepreneurs' needs. MESO receives approximately 20 inquiries for this service per month. With Washington County CDBG support, MarketLink will provide microentrepreneurs in Washington County with access to the same customized market research tools and services that many large-scale companies enjoy. No other statewide microenterprise agency offers the same depth of customized tools to microenterprises.

MarketLink's one-on-one services are designed to be individualized based on the microentrepreneur's current needs, focused on building the expertise of the business owner and their business's standing in the community. MarketLink achieves these goals by customizing each query to the business owner, their needs and location. To this end, we strive to build stronger communities, and promote equity and opportunity.

MarketLink Case Study: Jessie Spain moved to Oregon from a farm in Big Sur, California, with only her dented truck, a ladder and extensive hands-on knowledge about fruit trees. Determined to make a go as a fruit tree specialist, Jessie approached MESO for support in her business. Because she was new to the region, she was uncertain about pricing, neighborhood demographics and the best ways to conduct marketing. MarketLink provided Jessie with psychographic data, industry trend reports, information on customer demographics and social media marketing strategies, as well as a contact list to begin targeted outreach. Now in her 2nd year of business, Jessie is in demand throughout the busy growing and pruning seasons.

How Many Tualatin Residents will be Served?

MESO will serve 100 unduplicated income qualified individuals with business development services.

14% of City of Tualatin residents receive SNAP benefits (2013), 20% are asset poor, 30% liquid asset poor (2014) and significantly, 4.3% unbanked (2017) according to CFED, which means they have neither a checking nor a savings account. 15.6% are underbanked, which means that though they may have checking and/or savings accounts, they use alternatives such as high-fee check cashing services rather than a bank. When individuals access fringe financial outlets, they often fall into a detrimental cycle of high fees and payday loans (reportedly held at effective annual interest rates between 390 and 780 percent according to Consumer Federation of America).

Currently there are 1408 small businesses (under 50 employees) in the City of Tualatin that are registered and many more that operate out of homes and are not registered. MESO will work to serve these individuals and prepare them to legally operate and meet all of the city requirements for reporting and taxes.

What Percentage of Your Program is Dedicated to Service in Tualatin?

MESO currently serves and has satellite offices in Washington, Multnomah, Columbia, and Clackamas County in Oregon. MESO does not have office hours exclusively for City of Tualatin residents but received 42 inquiries in the last year from the city. Tualatin residents come to

Beaverton for inquiries. Because Beaverton funds are CDBG dedicated, we are unable to serve from outside Beaverton boundary.

In this initial year, we would like to dedicate 10 hours a week to the project for the year to assess the need and increase time as needed in the following year. This will be 10% of MESO's work in our overall budget.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

MESO receives funds from City, State and federal government. Following are the current funders:

Small Business Administration
City of Portland
Prosper Portland
USDA
City of Beaverton

Agency Organizational / Financial Information

Please Submit Your Budget Information

[copy_of_city_of_gresham_-_budget-final.pdf](#)

Please Submit Your Board Information

[meso_board_of_directors.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[meso_501c3_letter.pdf](#)

Other Attachments

[meso_brochure_-_final_2016.pdf](#)

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/20691>

MESO- Budget For City of Tualatin

Part I: Projected Project Revenue

City of Tualatin	x	\$25,000.00
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Corporations or Other Organizations	Requested / Pending	Committed	Amount
Meyer Memorial		x	\$25,000.00
JP Morgan Chase		x	\$11,000.00
Sub-Total			\$36,000.00

Loan/IDA	Pending	Committed	Amount
SBA		x	\$112,000.00
IDA		x	\$45,000.00
Sub-Total			\$157,000.00

Institutional In-Kind Support	Requested / Pending	Committed	Amount
Legal		x	\$2,000.00
PSU (Branding and Business Plan)		x	\$2,000.00
Sub-Total			\$4,000.00

Total Project Revenue			\$222,000.00
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Part II: Projected Project Expenses

Personnel Costs	Total Cost Year 1	Amount Requested from City of Tualatin
Program Manager	\$5,000.00	\$0.00
Project Implementation staff	\$25,000.00	\$25,000.00
Loan and IDA Coordinator	\$22,000.00	
Benefits	\$9,000	
Sub-Total: Personnel	\$61,000.00	\$25,000.00

Loan/IDA Placements	Total Cost	Amount Requested from City of Tualatin
SBA	\$100,000.00	\$0.00
IDA	\$45,000.00	\$0.00
Sub-Total	\$145,000.00	

Materials & Supplies	Total Cost	Amount Requested from City of Tualatin
Office Supplies	\$500.00	\$0.00
Equipment	\$1,500.00	\$0.00
Printing (brochures, applications, Supplies)	\$500.00	\$0.00
	\$1,000.00	\$0.00
Sub-Total: Materials & Supplies	\$3,500.00	\$0.00

Travel Expenses	Total Cost	Amount Requested from City of Tualatin
Mileage	\$2,000.00	\$0.00
Sub-Total: Travel Expense	\$2,000.00	\$0.00

Admin	Total Cost	Amount Requested from City of Tualatin
Rent	\$6,000.00	\$0.00
Admin (5%)	\$10,500.00	\$0.00
Total Project Budget	\$222,000.00	\$25,000.00

MESO- Budget For City of Tualatin

MESO will match funds from other sources for direct and indirect costs.

The \$25,000 from City of Gresham will be leveraged to \$197,000 from other sources



Micro Enterprise Services of Oregon

Board of Directors - 2017

Board Members	Profession/Affiliations	Phone	Email	Race/Ethnicity
Faye Burch	President, FM Burch and Associates	(503) 936-6898	fayemburch@gmail.com	African/American
Sheila Holden	Regional Community Mgr., Pacific Power	(503) 813-6232	sheila.holden@pacificcorp.com	African/American
Jeff Lang	President, Gales Creek Insurance Services	(503) 227-0491	jeff@galescreek.com	Caucasian
Alma Flores	Economic Development Manager	(503) 526-2456	almitacf@yahoo.com	Latino
Mahendra Shah	Director of Treasury, PacificCorp	(503) 813-6390	mahendra.shah@pacificcorp.com	Asian
Brandi Webber	Director, Imagination Station Daycare Ctr.	(503)-283-0229	brandi6622@msn.com	African/American
Cam Turner	United Fund Advisors	(503) 546-2639	cam@unitedfundadvisors.com	Caucasian
Beth Cooke	Innovare Strategies NW	(503) 720-3574	beth@innovaresnw.com	Caucasian
David Connell	Attorney at Ater Wynne	(503) 226-1191	ldc@aterwynne.com	Caucasian
Teri Karan Keith	Vice President at Albina Community Bank	(503) 331-3785	tkeith@albinabank.com	Caucasian

Board Executive Committee

1. Faye Burch - Board Co Chair – President
2. Jeff Lang - Co Chair – President
3. Cam Turner – Treasurer
4. Brandi Webber - Secretary

Finance and Audit Committee

1. Jeff Lang, Chair
2. Mahendra Shah
3. Jeff Lang



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: 4077550286
Sep. 14, 2011 LTR 4168C 0
20-4379510 000000 00

00020896

BODC: TE

MICRO ENTERPRISE SERVICES OF OREGON
% MAHENDRA SHAH
2828 NE ALBERTA ST
PORTLAND OR 97211-6351

8529

Employer Identification Number: 20-4379510
Person to Contact: Vaida Singleton
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Aug. 02, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in July 2007.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

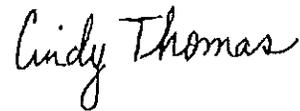
Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

4077550286
Sep. 14, 2011 LTR 4168C 0
20-4379510 000000 00
00020897

MICRO ENTERPRISE SERVICES OF OREGON
% MAHENDRA SHAH
2828 NE ALBERTA ST
PORTLAND OR 97211-6351

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

A handwritten signature in cursive script that reads "Cindy Thomas".

Cindy Thomas
Manager, EO Determinations



OUR PROGRAMS



Ten Hours of free one-on-one consulting to assess business needs and identify resources that can help further your business plan.



A tiered approach to lending, MESO provides a pathway from Credit Building, Term Loans to Commercial Real-Estate purchase at reasonable interest rates for your small business.



MarketLink is a customized, affordable database for market research. The product helps you to determine your customer, competition and the best avenues to market your product and services.



Our tailored classes range from traditional business planning to social media and crowdfunding. Taught by experienced industry professionals, the small class sizes allow for interaction and Q&A's.



IDA's are a 3:1 matched savings program. Save \$3,000 and earn a \$9,000 grant to build assets for your business.



The Anchors program teaches business skills. You will be assigned a business advisor, and receive customized one-on-one support for a minimum of three years.

DISCOVERY GARDENS CHILD CARE

Sheila started her business as a home-based daycare while raising her four children as a single mother. Today, she is the owner of 3 thriving child care centers, while creating over 30 jobs. Sheila's income has grown from \$25K to \$900K, making many things possible, including supporting her first child through college. Sheila has survived many challenges growing up and now mentors teens and the MESO business community by teaching classes, speaking at meetings, providing encouragement, and leading by example.

FEE-BASED SERVICES

ABACUS

Abacus is an excel-based cash-flow system. Developed by a MESO client for MESO clients, it is easy and affordable, and may just be the solution you are looking for.

Branding & Communication

Build your brand with our in-house logo design service. You can select products such as business cards, and website or other social media packages.

First Visit

Stop in, ask questions and take advantage of our walk-in services.

3-Year Cohort

Requires minimum of 6 months in business and fit our funder's other criteria.

Anchors

3 year mutual commitment to grow your business and take advantage of ongoing

Graduation

Become another successful business owner and mentor

MISSION STATEMENT

To improve the economic opportunities of underserved individuals through empowerment, education, and entrepreneurship for the benefit of the greater community.

WHAT WE DO

MESO brings a holistic array of services and programs to small businesses. Services include Access to Capital, Business Planning, Market Research, Individual Development Accounts, Bookkeeping, Networking, Mentoring, and Community Resources and Referrals.

OUR ORGANIZATION

Micro Enterprise Services of Oregon is a 501 (c)3 non-profit. Since its inception in July 2005, MESO has supported diverse businesses in Oregon and SW Washington. MESO continues to maintain our mission while adding new resources to meet the changing needs of entrepreneurs and the marketplace.

MESO's uniqueness in business development is based on the philosophy of customizing support to the needs of the business and building a strong foundation to stabilize and grow the businesses. We recognize the complex and multi-level problems experienced by entrepreneurs and offer support services in an integrated manner.

JOIN US

Be a part of MESO community, where passionate and motivated entrepreneurs invest time to take their business to the next level. At MESO you will get access to business resources, loans, grants, marketing and you own dedicated advisor. Walk in and be a part of MESO!

CONNECT WITH US

meso@mesopdx.org
facebook.com/mesopdx

4008 NE Martin Luther King Jr. Blvd
Portland, OR 97212
(503) 841-3351

12525 SW 3rd Street
Beaverton, OR 97005
(503) 521-7620

GET INVOLVED

Volunteer and support our work, or ask about mentorship opportunities.

Donate to support our programs, or ask us about investing in local small businesses.

Connect a small business to us.

Send us referrals and we will connect and share our resources.

empowerment education

entrepreneurship

MESO
economic opportunities
diversity strong foundation
stabilization integration

empowerment education

entrepreneurship

economic opportunities

diversity strong foundation

stabilization integration

empowerment education

entrepreneurship

economic opportunities

diversity strong foundation

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economic opportunities

diversity strong foundation

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #20

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Sun, 08/20/2017 - 2:52pm
50.53.156.241

Agency Contact Information

Agency Name

Neighbors Nourishing Communities

Address

17660 SW Shawnee Trail

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Chad Darby

Contact Telephone Number

503-523-7142

Contact Email Address

neighborsnc@gmail.com

Agency Request Information

Request

NNC is requesting \$2,500

What is the Request for?

This request is for ongoing operating expenses and community projects that benefit community gardening in Tualatin.

Describe the Agency's Mission

To empower neighbors to develop and nourish their communities through gardening with one another and providing produce to those in need. Neighbors Nourishing Communities supports local community involvement in helping provide nutritious produce and education to those who live locally in poverty. We do this by incentivizing residential and community gardens to provide 20% or more of the garden produce to those in need of nutritional assistance. We do this by providing all the plants, seed, and instruction necessary to start and grow a garden as well as

discounts at local merchants. We also identify and acquire community garden space that is preferentially given to those in need that would like to garden for their families, but don't have the resources. Throughout the year we provide gardening, cooking, and preserving classes so that there is access to nutritious food in the non-growing seasons.

What Group of Citizens in Tualatin Does Your Organization Target?

All citizens. We support any citizens that would like to grow food for themselves or others, whether it is a plant in a single pot or a large garden. The food that we donate from gardens supports anyone in our community that has food insecurity issues. Currently we have 39 gardeners, several business partners, and we will donate approximately 2,500 lbs of food in 2018.

What Types of Services will be Provided in the Funding Request Year?

We will provide plants and seeds to any gardeners wishing to grow food for their families and to donate. We will be providing seeds and growing medium to MITCH Charter School and Brookdale River Valley Tualatin to raise plant starts. We will also be supporting local businesses with garden beds to provide growing spaces for low income families that would not otherwise have a place to grow food.

How Many Tualatin Residents will be Served?

We will serve approximately 50 gardeners in 2018, 100+ students at local elementary schools with education and activities, a small group of senior citizens at Brookdale, and potentially hundreds of people that will receive donated produce through Meals on Wheels or Tualatin Schoolhouse Pantry.

What Percentage of Your Program is Dedicated to Service in Tualatin?

We are based in Tualatin and do our advertising in Tualatin. However, we now have gardeners from other cities bringing donations of produce. Our donations predominantly go to Tualatin Schoolhouse Pantry, which serves several suburbs. My guess is that 80%-90% of the people we support are from Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

None at this time.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[2018_projected_budget.docx](#)

Please Submit Your Board Information

[board_membership_august_2017.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[501c3_cert.docx](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/20821>

Neighbors Nourishing Communities

Operating Budget 2017

	(To Date*) 2017	(Projected) 2018
<u>Revenue</u>		
Cash (starting balance)	\$ 5,606.41	\$ 1,300
Resident Donations (cash)	\$ 1,250	\$ 300
Business Donations (cash)	\$ 0	\$ 0
City of Tualatin Grant	(included in starting balance)	\$ 2,500
Total Cash Starting and Received	\$ 6,856.41	\$ 4,100.00
Donated Material		
Victory Seeds (donated seeds)	\$ 144.51	\$ 150
Territorial Seeds (donated seeds)	\$ 0	\$ 0
New Seasons (donated seeds)	\$ 0	\$ 150
Total Value of Cash and Donations	\$ 7,000.92	\$ 4,400
<u>Expense</u>		
Oregon Business Filing	\$ 20	\$ 70
Seeds/Plants	\$ 476.38	\$ 500
Community Garden Space Rental and Tools for low income families	\$ 220	\$ 100
Business Supplies, Promotional Materials	\$ 1,896.30	\$ 200
Nursery Supplies for MITCH students and Brookdale/Garden projects	\$ 2,862.09	\$ 2,000
Raised bed Projects		\$ 1,000
Total Expenses	\$ 5,474.77	\$ 3,870

Neighbors Nourishing Communities Board Members as of August 15, 2017

Board Member Name	Board Position	Occupation	Address	Phone Number
Chad Darby	Director/Chairman	Air Quality Consultant/Engineer	17660 SW Shawnee Trail, Tualatin, OR 97062	503.523.7142
Robert Kellogg	Director	Attorney	9412 SW Arikara Drive, Tualatin, OR 97062	971.235.6908
Frank Bubenik	Director	IT Consultant	17445 SW 107th Ave., Tualatin, OR 97062	503.692.1544
Caitlin Blood	Director	Skyline Farm Manager	7306 N. Vancouver Ave., Portland, OR 97217	503.475.4271
Evan Weisner	Director	Real Estate Management	23315 Sw Sherk place, Sherwood, OR 97140	503-752-4202
Peggy Fisher	Director	Director of Marketing	22445 SW Chilkat Ter, Tualatin, OR 97062	503.554.4096
Morgan Darby	Director	Student- TTSD	17660 SW Shawnee Trail, Tualatin, OR 97062	503-718-4242
Chris Davis	Director	IT Specialist	17910 SW 115th Ave, Tualatin, Oregon 97062	503-267-1589

Non-profit Status

Neighbors Nourishing Communities is a registered non-profit in the State of Oregon. Our application for 501(c)(3) certification was accepted on August 19, 2014. We were approved as a federal income tax exempt 501(c)(3) organization by the IRS as of September 5, 2014.

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > [Submission #28](#)

Submission information

Form: [Outside Agency Funding Request Form](#)

Submitted by Visitor (not verified)

Fri, 08/25/2017 - 2:32pm

173.11.6.10

Agency Contact Information

Agency Name

Neighborhood House Inc.

Address

7780 SW Capitol Hwy

City

Portland

State

Oregon

Zip Code

97219

Contact Name

Meera Batra, Parenting Program Manager

Contact Telephone Number

503-784-9616

Contact Email Address

mbatra@nhpdx.org

Agency Request Information

Request

\$22,500

What is the Request for?

Neighborhood House Inc. proposes to work with Spanish-speaking in-home childcare providers in the City of Tualatin by providing technical assistance to both currently licensed and unlicensed providers allowing them to grow their businesses and obtain/maintain licensure through the Early Learning Division of the state Department of Education. We will offer 72 hours of ESL, focusing on English necessary to grow and improve a business, as well as eight trainings approved by the Oregon Center for Career Development in Childcare and Education (OCCD), at no cost to participants. There are currently 13 licensed Spanish-speaking in-home childcare providers within the city of Tualatin. Often in low-income and immigrant communities, a significant number of children are being cared for in informal or license exempt settings as well. Our bi-cultural staff

will conduct outreach to these unlicensed providers to form a cohort of up to 25 that will receive services. The specified tools, training and resources provided to participants empower the immigrant entrepreneurs to grow their businesses, improve their earning potential, create jobs in their community, work toward financial stability for their own families and improve the lives of the hundreds of children now receiving higher quality child care services.

Describe the Agency's Mission

Neighborhood House brings neighbors together to prevent hunger and homelessness, and educate both young and old. We strengthen community by providing resources to support self-reliance, economic independence and dignity in people of all ages and backgrounds. Neighborhood House envisions a vibrant community in which neighbors work together to provide resources to meet the needs of our children, families and individuals. Neighbors Help Neighbors to work, play, and raise families in a diverse and healthy setting. The Parenting Program at Neighborhood House (NHPP) works with refugee and immigrant communities to strengthen families, increase school readiness and help them navigate complex systems of their new country in culturally relevant ways. NHPP manages the Childcare Improvement Project in Multnomah County. This work supports three cohorts of 25 culturally specific home-based childcare providers (one of Spanish speakers, one Russian and one of African immigrant providers), offering professional development and training to strengthen evidence-based best practices in child development as well as providing technical assistance to establish/maintain state licensure and help providers grow their businesses. In addition, we offer culturally-specific parent support groups in SW Portland, serving African immigrant communities, and partner with Portland Public Schools on a four-year Prenatal-Third Grade (P-3) Alignment grant to promote kindergarten readiness at six elementary schools in North Portland.

What Group of Citizens in Tualatin Does Your Organization Target?

As an agency, Neighborhood House serves low-income, immigrant and other vulnerable populations. The parenting program serves mostly recently arrived immigrant women and families. For this proposal, we'd specifically seek to serve Spanish-speaking in-home childcare providers in the city of Tualatin. The services we'd provide would not only benefit the cohort of 25 being served directly, but also the hundreds of children in their care.

What Types of Services will be Provided in the Funding Request Year?

NHPP will provide 72 hours (36 classes) of business-focused English classes, 16 hours (eight classes) of professional development trainings approved by the Oregon Center for Career Development in Childcare and Education (OCCD) and technical assistance to help providers obtain/renew state licensure and complete business licenses with the city of Tualatin.

How Many Tualatin Residents will be Served?

We expect to serve as many as 300 Tualatin residents, including the twenty-five in-home providers in our cohort who will care for as many as 16 kids at a time per provider under state licensing requirements. The parents and families of these children in care would also benefit indirectly from the services we propose to provide.

What Percentage of Your Program is Dedicated to Service in Tualatin?

The Parenting Program at Neighborhood House ran programs totaling \$290,000 for the previous fiscal year (from an overall agency budget of more than \$6.3 million). We would anticipate that this funding request would be ten percent of our total departmental spending for the funding year.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

None

Agency Organizational / Financial Information

Please Submit Your Budget Information
[nhpp2017cityoftualatinbudget.xlsx](#)

Please Submit Your Board Information
[board_roster_17-18.docx](#)

Please Submit a Copy of Your 501(c)3 cert.
[neighborhoodhouse501c3.pdf](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21261>

Neighborhood House Inc.

City of Tualatin

2017 Outside Agencies Grant Program Proposal

25-Aug-17

Revenue

Funds in reserve

Expenses

Salaries and Wages

Supplies

Childcare for ESL classes

Training Fees for provider continuing education

Admin/overhead (14.32%)

TOTAL

	\$10,000.00
	\$7,214.00
Instructor for 36 ESL classes	
Health/Safety Materials required for state licensure	\$5,750.00
City of Tualatin business license fees for 20 providers	\$1,200.00
Curriculum supplies for ESL class (25 participants)	\$2,000.00
Food for 8 workshops/trainings	\$1,200.00
	\$1,620.00
	\$700.00
	\$2,818.75
	\$22,502.75



**BOARD OF DIRECTORS
2017-2018**

Josh Kadish, Board President
Partner at Law Firm of Wyse Kadish

Kristin Watkins, Board Vice President
Associate Vice President, Oregon State University Foundation

Natasha Strength, Board Secretary
Trust Associate, First Republic Bank

Emily Leach, Board Treasurer
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Director of Public Relations, Muslim Educational Trust

John Calhoun
Inside Valuation Partners

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Owner, Anastasia Salon

Denise Kleim
Retired, City of Portland Bureau of Development Services

Tom Kramer
Attorney, Bullard Law

Abdi Muse
Business Process Consultant at Multnomah County

Laurie Ross
Retired - Portland Public Schools

Wajdi Said
President & Co-Founder, Muslim Educational Trust

Jim Scherzinger
Retired - Chief Operating Officer, Oregon Dept. of Human Services

Susan Schwemberger
Multnomah Village Store Manager, Umpqua Bank

Kay Sohl
Non Profit Financial Management Consultant

Patti Vincent
Multnomah County Library Supervisor/Administrator

Amy Wester
Digital Merchandise Manager in Emerging Markets, Nike

Eric Wiser, M.D.
Physician, OHSU Dept. of Family Medicine

Internal Revenue Service

Department of the Treasury

District
Director

P.O. Box 2350, Los Angeles, Calif. 90053

Neighborhood House, Inc.
7780 S.W. Capitol Hwy.
Portland, OR. 97219-2477

Person to Contact: J. Teague

Telephone Number: (213) 894-2336

Refer Reply to: EO (0206) 96

Date: May 22, 1996

EIN: 93-0386875

Dear Taxpayer:

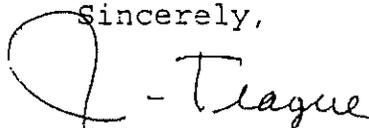
This letter is in response to your request for a copy of the determination letter for the above named organization.

Our records indicate this organization was recognized to be exempt from Federal Income Tax in December 1935 as described in Internal Revenue Code Section 501(c)(3). It is further classified as an organization that is not a private foundation as defined in Section 509(a) of the Code, because it is an organization described in Section 170(b)(1)(A)(vi).

The exempt status for the determination letter issued in December 1935 continues to be effect.

If you need further assistance, please contact our office at the above address or telephone number.

Sincerely,

A handwritten signature in cursive script that reads "J. Teague". The signature is written in dark ink and is positioned below the word "Sincerely,".

J. Teague
Disclosure Assistant

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #26

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Fri, 08/25/2017 - 12:05pm
71.36.106.209

Agency Contact Information

Agency Name

Sexual Assault Resource Center

Address

4900 SW Griffith Drive, Suite 100

City

Beaverton

State

Oregon

Zip Code

97005

Contact Name

Erin Ellis

Contact Telephone Number

503-626-9100

Contact Email Address

sarc@sarcoregon.org

Agency Request Information

Request

\$1000 - cash

What is the Request for?

SARC is requesting financial assistance to support our 24-hour line support line.

Describe the Agency's Mission

The mission of the Sexual Assault Resource Center (SARC) of Washington County is to promote social justice by eliminating sexual violence in our community through education, support & advocacy.

What Group of Citizens in Tualatin Does Your Organization Target?

SARC's free and confidential services are available to survivors of sexual assault whether or not they have reported to law enforcement and no matter how long post assault. Survivors' friends

and family are equally encouraged to access services as well. The primary objective is to help survivors stabilize and regain control of their lives so they may return to a functioning and meaningful life with as few trauma responses as possible. Residents have the opportunity to build skills that help them remain productive at work, school, and in their communities as well as engage in family or intimate relationships that are healthy and satisfying.

What Types of Services will be Provided in the Funding Request Year?

The Sexual Assault Resource Center was established in 1977 to help women, men, and teens that have been sexually assaulted. We operate a 24-hour crisis line to provide immediate assistance to all callers who may be requesting crisis counseling, information, and referrals. Volunteer advocates also respond in person to all calls from law enforcement and hospitals to provide crisis intervention and support to survivors during the forensic exam and law enforcement interviews. The Center also provides advocates for court accompaniment and any additional case related meetings as well. A detailed list of services is listed below:

24-hour Support Line

SARC operates a 24-hour crisis line staffed with highly trained advocates who provide crisis intervention, peer support, information and referral.

Hospital Accompaniment

SARC provides accompaniment to the many hospitals within both Washington and Multnomah Counties when we are contacted by law enforcement, hospital personnel, or the survivor / family or friends. The trained advocate on call is there to provide support and accompany the survivor through the evidence exam and law enforcement interview. We also provide support if the survivor chooses not to report but needs to go to the hospital to be checked out physically for injuries and receive medications as appropriate.

Clothing

When a survivor goes to the hospital for a forensic exam, their clothing may be held as evidence. With the help of donations and grants SARC is able to stock all hospitals in Washington County with T-shirts, sweats, and underwear for the survivor's comfort and self-respect.

Case Management (English and Spanish)

The elements of case management include notification of victim rights, assistance in filing for Crime Victim's Compensation, screening for an appropriate support group, and referrals to counseling resources geographically convenient for the survivor. Additional elements includes confirmation that all follow-up medical attention has been addressed or scheduled if necessary, assistance in identifying or maneuvering through ancillary social services, accompaniment to any case related meetings or restraining/stalking order hearings, as well as emotional support.

Counseling Program

Individual trauma specific counseling is available for un/underinsured adolescents and adults, both male and female, who otherwise would have no access to mental health services. Sessions can be conducted in both English and Spanish

Support Group

We run a variety of open-ended clinical support groups for adult and adolescent female survivors offering participants education, coping skills, validation and new choices to continue their recovery process.

School Prevention Education Program

An education specialist is committed to providing a comprehensive nine-week sexual assault prevention curriculum within the high schools of the Portland-Metro area. Alternative schools,

youth groups and activity centers are also included.

Commercially Sexually Exploited Children Support Services

24-hour in-person crisis intervention and advocacy is available for youth and young adults who have been exploited within the sex industry. Case management and long-term support is provided while working with law enforcement and child protective services to help make a comprehensive safety plan for the adolescents as they are exiting the very violent world of domestic human trafficking.

How Many Tualatin Residents will be Served?

This type of crime is an act of profound violence subjecting victims to the most intrusive and humiliating acts of control producing not only physical but psychological trauma. According to the National Victim Center approximately one third of survivors develop rape-related post-traumatic stress disorder - repeatedly re-experiencing their ordeal via flashbacks, frightening memories or nightmares. Sexual assault survivors are at higher risk for developing eating disorders, panic attacks, sleep disorders, low self-esteem, and depression as well as substance abuse. In addition they are 13-times more likely than non-victims to have attempted suicide. According to the Center for Disease Control, one in six women in the US will become the victim of an attempted or completed rape sometime in her life. Alarmingly Oregon's rate is one in four. 2016 Census data tells us there is a population of 13,772 females in Tualatin. Statistically .85% or 117 of them will experience some level of sexual violence within a 12-month period (Oregon Behavioral Risk Factor Surveillance Survey). We know that negative victim impact from sexual assault is substantially reduced when victims are believed, protected and adequately supported. Paramount is the assurance that these services are always accessible whether or not the survivor chooses to report to law enforcement and no matter how long post assault they seek assistance.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Our services are equitably available to all of the cities within Washington County

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Tigard \$6000

City of Beaverton \$8000

City of Hillsboro \$1552

State of Oregon \$179,840

City of Portland \$151,000

Multnomah County \$113,234

Agency Organizational / Financial Information

Please Submit Your Budget Information

[2016-17_comp_budget.xls](#)

Please Submit Your Board Information

[2017_bod.doc](#)

Please Submit a Copy of Your 501(c)3 cert.

[irs_lod.pdf](#)

Other Attachments

[trifold_.pdf](#)

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21221>

SEXUAL ASSAULT RESOURCE CENTER

Fringe / Personnel Computations

October 1, 2016 through September 30, 2017

	Wages	Taxes	Regence	MetLife	Fringe Sub-Totals	Personnel Totals
EE	Executive Director	\$65,910	\$5,273	\$0	\$160	\$71,343
LD	General Case Mgr.	\$51,156	\$4,092	\$0	\$739	\$55,987
BE	Case Mgr.	\$32,136	\$2,571	\$5,160	\$698	\$40,565
TBD	Latina Case Mgr.	\$35,000	\$2,800	\$5,160	\$698	\$43,658
JH	Prevention Coord.	\$42,960	\$3,437	\$5,160	\$721	\$52,278
CW	Crisis Resp. Coord.	\$47,476	\$3,798	\$5,160	\$803	\$57,237
ME	Volunteer Prog. Mgr.	\$47,476	\$3,798	\$5,160	\$711	\$57,145
LS	CSEC Prog. Mgr.	\$54,000	\$4,320	\$5,160	\$734	\$64,214
AA	CSEC Case Mgr.	\$31,200	\$2,496	\$5,160	\$698	\$39,554
LC	CSEC Case Mgr.	\$31,200	\$2,496	\$5,160	\$698	\$39,554
AH	CSEC Case Mgr.	\$32,136	\$2,571	\$5,160	\$698	\$40,565
KW	CSEC Case Mgr.	\$35,000	\$2,800	\$5,160	\$698	\$43,658
HG	RYSE Coord.	\$40,000	\$3,200	\$5,160	\$698	\$49,058
TM	RYSE Case Mgr.	\$35,000	\$2,800	\$5,160	\$684	\$43,644
MB	RYSE Case Mgr.	\$34,093	\$2,727	\$5,160	\$630	\$42,611
MM	MH Prog. Mgr.	\$52,116	\$4,169	\$5,160	\$680	\$62,126
RL	MH Therapist	\$32,565	\$2,605	\$5,160	\$0	\$40,330
TBD	Latina Therapist	\$23,088	\$1,847	\$5,160	\$0	\$30,095
TBD	Group Coord.	\$31,200	\$2,496	\$5,160	\$0	\$38,856
TBD	Latina Group Facilitator	\$6,084	\$487	\$0	\$487	\$6,571
	Book Keeper	\$20,080	\$0	\$0	\$0	\$20,080
	Back Up	\$29,400	\$0	\$0	\$0	\$29,400
	Stipends	\$20,000	\$0	\$0	\$0	\$20,000
		\$829,276	\$60,784	\$87,720	\$10,748	\$988,527
					\$159,251	

Board of Directors 2017

<i>Member</i>	<i>Dates of Service</i>	<i>Board Position</i>	<i>Profession</i>
Debra Dority, JD	Fall 2011 to Present	Governance Committee	Attorney Oregon Law Center
Sunyi Kim	November 2013 to Present	Secretary Development Committee	Project Manager Emerge Interactive
Deanna Seibold, MA	November 2013 to Present	Chair Development Committee	Program Manager Capitol One
Austin Batalden, JD	March 2016 to Present	Development Committee Governance Committee	Attorney Yates Family Law, PC
Kelly Lusk, JD	March 2016 to Present	Development Committee Governance Committee	Attorney Marger Johnson, PC
Lisa Wible	September 2014 to Present	Finance Committee	Financial Advisor Ameriprise Financial
Monica Santoyo, MBA	August 2015 to Present	Finance Committee	Infused Consulting, LLC Principal Financial Consultant
Ann O'Brien, LSW	December 2016 to Present	Finance Committee	Financial Advisor Self Employed



Department of the Treasury
Internal Revenue Service

P.O. Box 2508
Cincinnati OH 45201

In reply refer to: 0248221235
Mar. 24, 2009 LTR 4168C E0
93-0800739 000000 00 000
00010709
BODC: TE

SEXUAL ASSAULT RESOURCE CENTER
4900 SW GRIFFITH DR STE 100
BEAVERTON OR 97005-4649

1553

505

Employer Identification Number: 93-0800739
Person to Contact: April Howard
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Mar. 13, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in May 1991, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.
Accounts Management Operations I

At SARC we believe that no matter the circumstances, sexual assault is never a survivor's fault.

Following an assault, survivors may feel shock, disbelief, embarrassment, shame, anger, guilt, or nothing at all. These, and many others, are all natural reactions.

Decisions after an assault are difficult. SARC wants you to know that you have options, and we are here to support you in whatever you choose.

If someone you know discloses they have been assaulted:

- **listen when they talk, make them feel comfortable when expressing feelings**
- **respect the feelings and choices the survivor makes**
- **do not doubt or judge their experience**
- **never blame the survivor for the assault**

It is important to understand and cope with your own emotions while supporting a survivor. At SARC, we provide services to those supporting survivors as well as survivors themselves.

OUR SERVICES are free & confidential

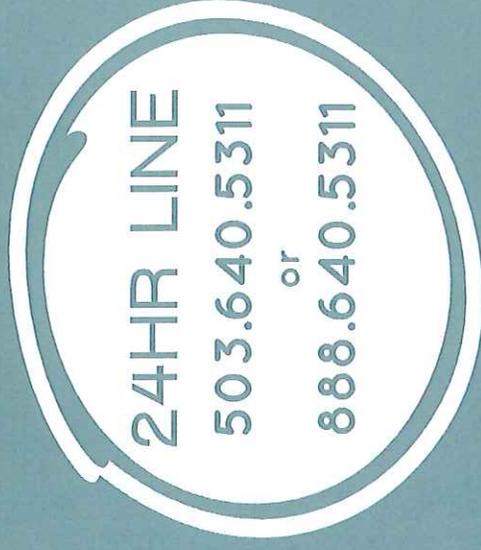
For questions about services, please contact our office:

503.626.9100
sarc@sarcoregon.org
www.sarcoregon.org

4900 SW Griffith Drive, Ste 100
Beaverton, OR 97005

DONATE TODAY help sustain & improve

Your tax-deductible contribution will help sustain and improve our programs. To make a donation, email sarc@sarcoregon.org.



sarc@sarcoregon.org
www.sarcoregon.org
4900 SW Griffith Drive, Ste 100
Beaverton, OR 97005

Our mission is to promote social justice by eliminating sexual violence in our community through education, support, and advocacy.

SARC uses the word survivor rather than victim to describe someone who has been sexually assaulted to reflect each person's intrinsic strength and healing capacity. We work to empower survivors by encouraging them to make their own choices. Our role is to ensure that survivors' needs are met, that they are listened to, and that they are treated with sensitivity, dignity, and respect.

Our philosophy reflects our knowledge that sexual assault has no boundaries of race, age, language, gender, ability, sexual orientation, economic class or religion.

We recognize that sexual assault is based on anger, power, and control and the survivor is never to blame. We believe that the survivor need not be alone during their healing process.

The Sexual Assault Resource Center was founded by two sexual assault survivors in 1977. SARC operates 365 days a year, 24 hours a day. We are a non-profit organization funded by government grants, foundations, and private donations.

WE NEED YOU

The movement to end sexual violence must include all of us.

Want to learn more?

SARC offers a number of community trainings on topics including: dynamics of sexual assault, supporting survivors, systems of oppression, trauma & trauma informed care. Contact us for pricing and availability.

Want to get involved?

Our programs could not run without the help of volunteers like you! Contact our Volunteer Coordinator to join: volunteer@sarcoregon.org

Want to support SARC?

Organize a fundraiser! SARC staff are happy to collaborate. Call our office for more info.

Want to stay informed?

Follow us on Twitter @sarcoregon or sign up for our newsletter at sarcoregon.org

OUR PROGRAMS

24 hour Support Line:

Our anonymous, confidential phone line offers survivors and their loved ones immediate support and information whenever they need it.

Hospital & Law Enforcement

Accompaniment: Our trained advocates respond in person to hospitals and police departments in Washington County to support survivors as they seek services.

Case Management:

Our case managers provide ongoing support and resources for survivors.

Latinx Program:

Our Latinx team provides culturally specific services to Latinx populations in Washington County through community outreach, education, and support.

CSEC:

Our CSEC team provides services to commercially sexually exploited youth and young adults within Multnomah County.

Counseling Services:

Our Alder Program provides free individualized & group counseling for survivors, friends and family.

Prevention & Education Program:

Our curriculum addresses the root causes of sexual violence through youth education in Washington and Multnomah Counties.

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #19

Submission information

Form: [Outside Agency Funding Request Form](#)
Submitted by Visitor (not verified)
Thu, 08/17/2017 - 10:35pm
216.151.17.90

Agency Contact Information

Agency Name

Tigard Tualatin Compassion Clinic

Address

c/o 18040 SW Alexander St

City

BEAVERTON

State

Oregon

Zip Code

97003

Contact Name

Dardanel E Robinson

Contact Telephone Number

5032193815

Contact Email Address

drobinson@cosgravelaw.com

Agency Request Information

Request

\$1,500.00

What is the Request for?

To cover the cost of dental supplies and equipment for the Tigard Tualatin Compassion Clinics - both the full-size clinic at Tigard High School, and the focused smaller in-depth clinics performed in partnership with OHSU Dental School, Clackamas Community College, Mt. Hood Community College and Pacific University's dental assisting and dental hygiene schools. We treat up to 300 dental patients at the large clinic, and 35 to 40 people who need additional intensive treatment at quarterly focused clinics.

Describe the Agency's Mission

To provide free dental and other care for the low income, uninsured residents of the Tigard Tualatin school districts, as well as assist with other needs identified through the clinics or

through our partnership with the school districts.

What Group of Citizens in Tualatin Does Your Organization Target?

Low income, uninsured citizens of all ages on a first come, first served basis without regard for race, religion, etc.

What Types of Services will be Provided in the Funding Request Year?

Dental hygiene, extractions, restorations, and a limited number of pre-molar root canals, as well as removable bridges for one or two missing teeth as well as denture relines.

How Many Tualatin Residents will be Served?

In the dental clinic between 350 and 500 over the course of the year. Medical, physical therapy, podiatry, chiropractic and vision services are also provided as well as free hair cuts.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Our program is 100% dedicated to the Tigard Tualatin School District area. We may also serve a limited number of attendees at the clinic who come from outside the district who heard of the clinic through residents of the district.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We will request funds from the City of Tigard. The Tigard Tualatin School District does not provide funds, but they do allow us to use Tigard High School on the day of the large clinic.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[compassion_dental_basic_organizational_2017_budget.docx](#)

Please Submit Your Board Information

[compassion_connect_board_of_directors.docx](#)

Please Submit a Copy of Your 501(c)3 cert.

[compassion_irs_tax_id.pdf](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/20721>

Compassion Connect

UNITING TO SERVE. JOHN 17:23



Compassion Connect Basic Organizational 2016-17 Dental Budget

Income

Compassion Clinic Contributions	\$ 36,900
---------------------------------	-----------

Expenses:

Compassion Clinic Expenses to date:	\$32,500
-------------------------------------	----------

Compassion Connect Board of Directors



Jim Savino

Chairman of the Board

Jim and his wife, Lynne, moved back to Portland after living overseas in the Netherlands for 11 years. They have been blessed with twin daughters, Alex and Katie. Time with his family is Jim's main priority which has been an interesting challenge since he has worked in the corporate world for more than 27 years. God brought him to Compassion Connect where he is serving as Chairman of the Board as well as serving elsewhere when needed.



Chuck Bomar

Board Member

Chuck has been in local church ministry for over 15 years. He moved to Portland in 2008 to plant and pastor Colossae Church. He is also a founder of CollegeLeader.org and has authored

five books and numerous other resources to equip church leaders to further the Gospel. This mission takes him all over the country to train leaders and speak at conferences. He and his wife, Barbara, have three girls.



Dr. Roger Trautmann

Board Member

Dr. Trautmann is the Director of Mentored Ministry, M.Div./Chaplaincy Track Coordinator, Associate Professor of Pastoral Ministries, and Director of Student Ministries at Multnomah University in Portland. He is married, has three adult children, and a whole group of grandkids. He spent many years as a pastor in both California and Washington. Along the way he became involved with a ministry that develops pastors in Africa, and has since gone every year for more than 13 years to teach Bible with African pastors. He is a lifelong learner and strong discipler of the next generation.



Steve Rentz

Board Member

Steve Rentz completed his graduate degree in Organizational Leadership from Bethel University and has spent the past 10 years in varying consultant roles on a broad array of projects including employee engagement initiatives, brand & market research, public polling, and executive coaching. He's a fan of all things quantitative assessment and enjoys individual or group discussions around **Strengthsfinder**, **MBTI**, and the **Enneagram**. Steve currently lives in Minneapolis where he works to improve employee and guest experiences at a Fortune 50 company. He's also involved with Bethlehem Baptist Church and **Questscope**. Steve is an avid globe-trotter and continues to travel for work, friendship, and curiosity. Over the years the Middle East and Central America have become regular destinations.

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JUL 31 2008

COMPASSION CONNECT INC
PO BOX 808
FAIRVIEW, OR 97024

Employer Identification Number:
26-2304524
DLN:
17053161335048
Contact Person:
DALE T SCHABER ID# 31175
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
March 27, 2008
Contribution Deductibility:
Yes
Advance Ruling Ending Date:
December 31, 2012
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (DO/CG)

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #23

Submission information

Form: [Outside Agency Funding Request Form](#)

Submitted by Visitor (not verified)

Thu, 08/24/2017 - 12:29pm

66.154.210.182

Agency Contact Information

Agency Name

Tigard-Tualatin Family Resource Center

Address

9000 SW Durham Road #716

City

Tigard

State

OR

Zip Code

97224

Contact Name

Catherine West

Contact Telephone Number

5036031588

Contact Email Address

cwest@ttsd.k12.or.us

Agency Request Information

Request

\$4,000

What is the Request for?

Supports for Tualatin families in need including scholarships for extracurricular activities, copays for mental health care, holiday help, hygiene items, diapers, food vouchers, bus tickets, and office supplies.

Describe the Agency's Mission

The Tigard-Tualatin Family Resource Center is a school-based center that provides social services to the local community. The center's mission is to build the community's capacity to support its children and families through pooling resources and coordinating services for children and families at the community level. The center's goal is to help families become more self-sufficient and to increase successful family relationships to the school district and community.

The Family Resource Center is viewed as a model for assuring families feel comfortable seeking the kinds of information, resources and support services that all citizens need at various times. It provides service by acting as a connection point for families seeking information, referrals, and on-site social services. It supports families that struggle everyday to provide for basic needs such as food, clothing, dental, medical and mental health needs.

What Group of Citizens in Tualatin Does Your Organization Target?

The Tigard-Tualatin Family Resource Center targets Tigard-Tualatin School District families as well as parents with children 0-5 years old that will eventually enter into the school district. The target population within this group is low-income and homeless families as well as others with community resource needs.

What Types of Services will be Provided in the Funding Request Year?

Families will continue to be connected with needed community resources including counseling and employment services, domestic violence and government assistance programs, emergency food, legal help, medical and dental care, shelters and housing, youth programs and other services. Center staff members will continue to work closely with school counselors, the school homeless liaison and other staff to identify families and students in need and work directly with many other agencies to provide connection to clothing, furniture, baby items, health insurance, Spanish/English interpretation and more.

Each year center staff help to coordinate churches and civic groups that sponsor around 1,000 families including 2,400 children who receive holiday help including food and toys. Coordination of Medical Teams International mobile dental clinics will continue so that children without dental insurance have access to care on an as needed basis. The center will also continue to provide use of office equipment for job search, and give out basic-needs items and scholarships for children to participate in extracurricular activities and to receive mental health care. In addition, center staff will assist families to enroll their children in Kaiser Children's Health Program Plus so that children who do not qualify for the Oregon Health Plan have access to preventative and ongoing medical, dental and mental health coverage. The center will also host staff members from Lutheran Community Services Northwest on a regular basis that will offer assistance to families applying for the Oregon Health Plan.

The Washington County Department of Health and Human Services will continue to fund a Family Resource Manager located at the center. Due to budget cuts the position will be reduced from fulltime to three-quarters time. The Family Resource Manager works with families with children 0-6 years old to encourage school readiness and resource connection. As part of this project, center staff will continue to participate in a Tigard-Tualatin Early Childhood Team focused on creating communities of support in the district's highest need school catchment areas including Bridgeport and Metzger Elementary Schools as well as increased collaboration between providers to improve outcomes for at risk young children.

Through a grant from Master's Plan Foundation, Colossae Church will continue to out-stationed a half time Community Liaison at the resource center to connect the faith community with needs and gaps in services for Tigard and Tualatin families and in other ways support the work of the resource center.

Due to the growing number of homeless families within the school district, lack of family shelter space and recent deaths of individuals sleeping in their cars in the cold, resource center staff has partnered with the Caring Closet in order to find more immediate ways to help our homeless school district families. A process has begun to bring Family Promise (previously known as the Interfaith Hospitality Network) to the local community. Family Promise is a national program with local chapters. Their mission is to help homeless and low-income families achieve sustainable

independence through a community-based response. Once up and running, Tualatin Valley Family Promise will provide families a safe place to sleep at local participating churches as well as a day center with a full-time social worker to provide case management.

How Many Tualatin Residents will be Served?

An estimated 860 Tualatin families will be served.

What Percentage of Your Program is Dedicated to Service in Tualatin?

Approximately 43% of the Tigard-Tualatin Family Resource Center's operation is dedicated to service in Tualatin.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

City of Tigard: \$6,500

Washington County Department of Health & Human Services: \$70,000

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[budget_2016-17.pdf](#)

Please Submit Your Board Information

[steering_com_members.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[ttsd_tax_exempt_letter.pdf](#)

Other Attachments

[budget_2017-18.pdf](#)

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/21061>

Tigard-Tualatin Family Resource Center Budget 2016-2017

Major Revenue Sources	Beginning Balance	Major Expenditure Categories	Ending Balance
Tigard-Tualatin School District (TTSD)	\$77,250	Social Services Facilitator 0.75 FTE Fringe Roll-Up	\$45,902 \$31,348 \$0
City of Tigard	\$6,500	Scholarships Extracurricular Activities, Copays Mental Health Care, Holiday Help, Hygiene Items, Diapers, Gas & Food Vouchers, Bus Tickets, Office Supplies	\$11,682
City of Tualatin & Employees (Grant & Donated a Dollar)	\$5,182		
Total:	\$11,682		
Kaiser Permanente	\$12,500	Receptionist 0.75 FTE	\$22,634
TTSD	\$38,276	Fringe Roll-up	\$28,142
Total:	\$50,776	Total:	\$50,776 \$0
Washington County Department of Health & Human Services	\$84,037	Family Resource Manager 1.0 FTE Fringe Roll-Up Indirect Charge Mileage, Cell Phone, Parenting Classes Total:	\$42,709 \$33,948 \$3,204 \$4,176 \$84,037
Lam Research & Employees	\$26,342	Scholarships, Rental Assistance, Copays, Holiday Help & Other Supports	\$8,873*
Misc. Business & Individuals	\$3,683	Basic Needs Assistance	\$0
Keller Williams Group	\$3,299	Thanks Giving Meals for TTSD Families (66)	\$0
Spanish Classes	\$2,185	Curriculum & Instructional Hours	\$0
TTSD In-Kind Estimated	\$49,788	Space, Custodial, Administrative, Technical Support	\$0
Community In-Kind Estimated	\$41,189	Clothing, toys, baby items, books and miscellaneous donations	\$0
Total Financial Revenue	\$259,254		
Total In-Kind Revenue	\$90,977		
Total Financial & In-kind	\$350,231	Total:	\$8,873*

*\$8,873 earmarked for August through December 2017 extracurricular scholarships, homeless supports and holiday help.

Tigard-Tualatin Family Resource Center Steering Committee 2017-18

Name	Occupation	Program	Phone	Address/ Emails
Ally Kinnaman	Community Liaison	Colossae Church	503-603-1586	Family Resource Center 9000 SW Durham Road, Portable #716 Tigard, Oregon 97224 akinnaman@ttsd.k12.or.us
Becky Padron	Receptionist	Tigard-Tualatin Family Resource Center	503-603-1585	Family Resource Center 9000 SW Durham Road, Portable #716 Tigard, Oregon 97224 rpadron@ttsd.k12.or.us
Catherine West	Director	Tigard-Tualatin Family Resource Center	503-603-1588	Family Resource Center 9000 SW Durham Road, Portable #716 Tigard, Oregon 97224 cwest@ttsd.k12.or.us
Chuck Bomar	Pastor	Colossae Church	503-477-4475	12176 SW Garden Place Tigard, OR 97223 chuck@colossaechurch.org
Ken Pacioni	Retired Vice President	Lam Research (Formerly Novellus)	503-685-8345	11155 SW Leveon Drive Tualatin, OR 97062 kpacioni@yahoo.com
Lou Ogden	Mayor	City of Tualatin	503-692-0163	21040 SW 90 th Avenue Tualatin, OR 97062 lou@louogden.com
Susan Salkield	Director of Special Projects	Tigard-Tualatin School District	503-431-4133	Larry Hibbard Administration Center 6960 SW Sandburg Road Tigard, Oregon 97223 ssalkield@ttsd.k12.or.us
Veronica Collier	Family Resource Manager	Tigard-Tualatin Family Resource Center	503-603-1582	Family Resource Center 9000 SW Durham Road, Portable #716 Tigard, Oregon 97224 vcollier@ttsd.k12.or.us



Tigard - Tualatin School District 23J
Larry Hibbard Administration Center
6960 SW Sandburg Street
Tigard, Oregon 97223
503-431-4000 • fax 503-431-4047
www.ttsd.k12.or.us

March 30, 2012

**RE: Tax exemption status for Tigard-Tualatin School District 23J and
each of its schools**

Tigard-Tualatin School District 23J and its schools is a political subdivision of the State of Oregon. As such, it is a “governmental unit” as defined in Sections 170(b)(1)(A)(v) and 170(c)(1) of the Internal Revenue Code of 1986, as amended (“IRC”), and is not a private foundation by virtue of IRC Section 509(a)(1).

Governmental units are not required to have a tax exemption determination letter under IRC Section 501(c)(3), but are automatically tax exempt under IRC Section 115. Therefore, this letter is furnished to you in lieu of a federal tax exemption determination letter.

The Taxpayer Identification Number for Tigard-Tualatin School District 23J is 93-0572833.

Sincerely,

Elizabeth Michels
Controller
Tigard-Tualatin School District 23J

Tigard-Tualatin Family Resource Center Proposed Budget 2017-2018

Major Revenue Sources	Beginning Balance	Major Expenditure Categories	Ending Balance
Tigard-Tualatin School District (TTSD)	\$82,507	Social Services Facilitator 0.75 FTE Fringe Roll-Up	\$48,357 \$34,150
City of Tigard	\$6,500	Scholarships for Extracurricular Activities, Copays for Mental Health Care, Holiday Help, Hygiene Items, Diapers, Food Vouchers, Bus Tickets, Printing of Community Resource Guide, Office Supplies	\$10,500
City of Tualatin & Employees (Grant & Donated a Dollar)	\$4,000		
Total:	\$10,500		
Kaiser Permanente	\$12,500	Receptionist 0.75 FTE	\$24,318
TTSD	\$42,967	Fringe Roll-up	\$31,149
Total:	\$55,467	Total:	\$55,467
Washington County Department of Health & Human Services		Family Resource Manager 0.75 FTE	\$32,992
		Fringe Roll-Up	\$32,708
		Indirect Charge	\$3,300
		Mileage, Cell Phones	\$1,000
	\$70,000	Total:	\$70,000
Lam Research & Employees	\$8,873	Carry over for extracurricular scholarships and holiday help Curriculum & Instructional Hours	\$0
Spanish Classes	\$2,185		\$0
TTSD In-Kind Estimated	\$49,788	Space, Custodial, Administrative, Technical Support Clothing, toys, baby items, books and miscellaneous donations	\$0
Community In-Kind Estimated	\$40,000		\$0
Total Financial Revenue	\$229,532		
Total In-Kind Revenue	\$89,788		
Total Financial & In-kind	\$319,320	Total:	\$0

Published on *The City of Tualatin Oregon Official Website* (<https://www.tualatinoregon.gov>)

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #21

Submission information

Form: [Outside Agency Funding Request Form](#)

Submitted by Visitor (not verified)

Mon, 08/21/2017 - 3:29pm

75.145.75.69

Agency Contact Information

Agency Name

Tualatin School House Pantry

Address

3550 SW Borland Rd

City

Tualatin

State

Oregon

Zip Code

97062

Contact Name

Tracy Smith

Contact Telephone Number

503.783.0721

Contact Email Address

tracy@schoolhousepantry.org

Agency Request Information

Request

We are requesting \$3,000 to purchase essentials that are not easily donated.

What is the Request for?

It is not easy for donors to donate items such as milk, meat and eggs in a food drive. These are essential items for health cooking and eating that we strive to provide for every family that comes to us for assistance. Being that we serve on average 550 families a month, we spend close to \$16,000 a year on fresh milk alone. Eggs we can buy at cost from the Oregon Food Bank as well as other items that we are short on.

Describe the Agency's Mission

The Tualatin School House Pantry exist because no one should be hungry. We provide a one week supply of food to qualified households once per month in a warm, welcoming and unbiased setting.

What Group of Citizens in Tualatin Does Your Organization Target?

We serve a variety of clients but all would be low income. Most of our brand new clients are working but can't afford their skyrocketing rent. Others are disabled and can't work, retired and living on social security, without work or those with large outstanding medical bills to name a few. Many reasons bring people to us and we welcome anyone who has the courage to ask for help. Our only requirement is that they live in our service area and then they can come just once per month for a weeks worth of food. Being that we do not discriminate for any reason, we serve many immigrants and refugees that live in our area as well.

What Types of Services will be Provided in the Funding Request Year?

We provide any items you can buy in a grocery store. We always provide a weeks worth of groceries including perishable items and fresh produce. We also provide, as it is donated, pet food and hygiene items. We do not intend to provide clients with all of their food, just a one week supply each month to help them make it to the end of the month.

How Many Tualatin Residents will be Served?

In 2016, 847 of the 1,499 different families we served were from Tualatin. Another 115 were in transition without a permanent address. The additional families were from Wilsonville, West Linn & Lake Oswego. The 1,499 families we served last year were 5,675 individuals that were able to receive assistance from us.

What Percentage of Your Program is Dedicated to Service in Tualatin?

56% of our clients are from Tualatin and another 7-8% were homeless so still in the Tualatin area.

If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here

We do typically receive around a \$1000 from Washington County. Other grants from government organizations are giving to Oregon Food Bank that helps subsidize the fees passed on to us for the food we receive from them. We don't always know the details of those grants but just see a reduced fee on our bill from them.

All other grants are from local businesses and foundations not government agencies.

Agency Organizational / Financial Information**Please Submit Your Budget Information**

[tshp_2017_budget_summary.pdf](#)

Please Submit Your Board Information

[tshp_director_list_2016.pdf](#)

Please Submit a Copy of Your 501(c)3 cert.

[tshp_irs.pdf](#)

Other Attachments

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/20911>

TSHP 2017 OPERATING BUDGED (summarized)

INCOME		
	Contributions	\$119,500.00
	Grants	\$18,000.00 (includes \$6000 grant towards new freezers)
	From Reserves	\$3,000.00
	TOTAL INCOME	\$140,500.00
EXPENSE		
	Food and services for clients	\$63,340.00
	Operating Expenses	\$7,000.00
	Equipment purchase/maintenance	\$14,000.00 (new freezers = \$12,000)
	Occupancy expenses	\$8,350.00
	Personnel/volunteer expense	\$41,100.00 (includes potential bookkeeper services)
	Administrative Expense	\$6,710.00
	TOTAL EXPENSE	\$140,500.00

Board of Directors - Tualatin School House Pantry

Director	email / street address	home	cell	business
Arlene Hornschuch (Retired)	a.hornshu@gte.net 9610 SW Killarney Ln, Tualatin, OR 97062	503-692-1202	503-502-7068	
Jim Ruiz (Insurance)	JRuiz@millersince1886.com 8100 SW Nyberg St, Ste 295, Tualatin, OR 97062		971-998-7814	503 692-6580 x1006
Duane McCreery (Insurance)	dmccreery17@yahoo.com 1307 Hemlock St, Lake Oswego, OR 97034		503-267-4495	
Faith Carter (Church Leader)	faith.carter@rollinghills.org 3550 SW Borland Rd, Tualatin, OR 97062		503-407-0471	503-638-5300
Linda Moholt (CEO Chamber)	Lindamoholt@msn.com 19181 SW 55th CT, Tualatin, OR 97062	503-692-9621	503-869-0901	503 692-0780
Diane Bonica (Teacher)	dbonica@gmail.com 19100 SW 51st Ave, Tualatin, OR 97062	503 692-2873	971-570-0771	
Mike Shiffer (Retired)	mike.shiffer@frontier.com 9563 SW Siuslaw Ln, Tualatin, OR 97062	503-692-3405	503-349-2358	
Evan Marx (Student)	evanmarx1@gmail.com 22496 SW 106th Ave, Tualatin, OR 97062	503-454-0757	503-421-4319	
Katie McKenzie (HR)	kmckenzie@cui.com CUI, 20050 SW 112th Ave, Tualatin, OR 97062			503-612-2311

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: SEP 16 2008

TUALATIN SCHOOL HOUSE PANTRY
PO BOX 248
TUALATIN, OR 97062

Employer Identification Number:
20-2253741
DLN:
17053210335008
Contact Person:
RENEE RAILEY NORTON ID# 31172
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
October 31, 2007
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)



STAFF REPORT

CITY OF TUALATIN

City Council Work Session

Meeting Date: 09/25/2017

Subject: Request from the League of Oregon Cities Foundation.

Through: Sherilyn Lombos, Administration

Donation Request Letter

LOC Foundation Budget

League of Oregon Cities Foundation



1201 Court St. NE, Suite 200 • Salem, Oregon 97301 • (503) 588-6550 • (800) 452-0338 • Fax: (503) 399-4863
www.orcities.org

September 2017

Dear Mayor:

On behalf of the League of Oregon Cities Foundation, I am writing to your city to invite you to follow the lead of the many cities in Oregon who have contributed to the LOC Foundation over the past several years. Your support of the Foundation funds efforts such as conference and training scholarships that help the League to be the “go-to place for and about cities as a dynamic resource hub for advocacy, education and best practices.”

Having the opportunity for the largest and smallest cities to participate allows us all to speak with one voice. We are asking that you consider a donation in order to provide information and education to city officials across the state of Oregon. Our suggestion is that you consider a donation in an amount equal to **five cents per capita**, or any other amount your city can afford.

Your contribution should be written to the League of Oregon Cities Foundation and can be designated for our immediate scholarship use or to the Phillip W. Houk Scholarship fund which will be invested with the Oregon Community Foundation Trust, wherein the interest will be used for scholarships for attending the Oregon Mayors Association, the League of Oregon Cities Conference and/or the League training workshops.

Based on current funds available, the LOC Foundation Board has budgeted the following for FY 2017-18:

- \$1,200 – Scholarships for attending the Oregon Mayors Association Conference
- \$3,000 – Scholarships for attending the League of Oregon Cities Conference
- \$1,500 – Scholarships for League training workshop attendance

When making your donation to the LOC Foundation or the Phillip W. Houk Scholarship fund, please send your check to LOC Foundation, 1201 Court St. NE #200, Salem, OR 97301. The Foundation accepts tax-free donations from private parties as well if you would like to contribute individually.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Phillip W. Houk".

Phillip W. Houk, President
LOC Foundation Board

LOC Foundation

	2016-2017	2016-17	2017-18
	Adopted	Estimate	Adopted
	Budget	Actuals	Budget

Revenue**Beginning Balances**

Unrestricted	18,612.39	18,612.39	17,983.64
Phillip Houk Scholarship			16,150.00
Jordan/Wells	0.00	0.00	0.00
ICMA - Coaching Program	0.00	0.00	0.00
Total Beginning Balances	18,612.39	18,612.39	34,133.64

Contributions

ICMA - Coaching Program	1,000.00	0.00	0.00
Houk	0.00	16,150.00	0.00
City/Other	0.00	4,391.25	0.00

Total Contributions	1,000.00	20,541.25	0.00
----------------------------	-----------------	------------------	-------------

Total Income	19,612.39	39,153.64	34,133.64
---------------------	------------------	------------------	------------------

Expenses

Audit/Secretary of State	650.00	445.00	650.00
ICMA Coaching Program	1,000.00	0.00	0.00
Supplies/Misc	10.00	25.00	10.00
Total General Expenses	1,660.00	470.00	660.00

Scholarships

LOC Annual Conference	3,000.00	2,400.00	3,000.00
League Training Scholarships	1,500.00	950.00	1,500.00
Phillip Houk Scholarships			0.00
Jordan/Wells	0.00	0.00	0.00
OMA	1,200.00	1,200.00	1,200.00

Total Scholarship Expenses	5,700.00	4,550.00	5,700.00
-----------------------------------	-----------------	-----------------	-----------------

Total Expenses	7,360.00	5,020.00	6,360.00
-----------------------	-----------------	-----------------	-----------------

Contingency

Jordan/Wells	0.00	0.00	0.00
Phillip Houk Scholarship			16,150.00
Unrestricted	12,252.39	0.00	11,623.64

Total Contingency	12,252.39	0.00	27,773.64
--------------------------	------------------	-------------	------------------

Ending Balances

Unrestricted		17,983.64	11,623.64
Phillip Houk Scholarship		16,150.00	16,150.00
Total Ending Balance	12,252.39	34,133.64	27,773.64