



## MEMORANDUM CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Sherilyn Lombos, City Manager

**DATE:** SEPTEMBER 12, 2016

**SUBJECT:** Work Session for September 12, 2016

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**6:30 p.m. (15 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.

**6:45 p.m. (5 min) – Request for Proclamation.** The City received the attached request from Tualatin Together for a proclamation recognizing Red Ribbon Week.

**6:50 p.m. (10 min) – Council Meeting Agenda Review, Communications & Roundtable.** Council will review the agendas for the September 12<sup>th</sup> City Council and Development Commission meetings 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:** Nicole Morris, Deputy City Recorder

**DATE:** 09/12/2016

**SUBJECT:** Allocation of Funds to Outside Agencies for FY 2016/17

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### **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 1, 2016. A letter of invitation was e-mailed to all organizations that received funding in FY 2015/16; in addition, information on submitting applications was available on the City's website. The deadline for receiving applications was Friday, August 26, 2016. The FY 2016/17 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.

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

## Outside Agencies Funding Requests FY 2016-2017

Organization	Amount Requested	Target Population	Summary / Specific Request
Community Action Organization	\$5,000	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.
Domestic Violence Resource Center	\$1,500	Adults, teens, and children (male and female) who are in imminent danger of family or interpersonal violence or dealing with the consequences of having had family violence in their lives.	Funds will be used to as part of the general fund that will provide critical services to all survivors.
Good Neighbor Center	\$5,000	Homeless families from Tualatin and throughout Washington County	General operating support. The Good Neighbor Center is the only family homeless shelter on the east side of Washington County.
Just Compassion of East Washington County	\$3,000	Homeless individuals living throughout East Washington County including Tualatin, Tigard, and Sherwood.	Cost of shuttling the homeless adults from Sherwood to Tualatin to access resources. In addition to the purchase of laptops and printers to help homeless with job searches.
Micro Enterprise Services of Oregon	\$5,000	Single woman who are head of households, refugee/immigrant, other minorities and people 80% below the median income.	Expansion of credit enhancement project in Tualatin. Training includes providing financial literacy, understanding credit and financial and business planning.
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.
Rebuilding Together Washington County, Inc.	\$3,000	Low to moderate income homeowners who need home repairs or accessibility modifications.	Funding for the Community Alliance Repair Program.
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 help cover prorated cost of Exec Director salary ensuring oversight of 24/7 crisis support services.
Tigard- Tualatin Compassion Clinic	\$3,000	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.
<b>TOTAL REQUESTED</b>	<b>\$41,000</b>		



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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #5

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Sat, 08/20/2016 - 12:39pm  
127.0.0.1

#### Agency Contact Information

**Agency Name**

Community Action

**Address**

1001 SW Baseline St

**City**

Hillsboro

**State**

Oregon

**Zip Code**

97123

**Contact Name**

Katherine Galian

**Contact Telephone Number**

5036933294

**Contact Email Address**

kgalian@caowash.org

#### Agency Request Information

**Request**

Community Action respectfully requests \$5,000 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?**

While Community Action provides multiple services to residents of Tualatin, this request is for funds to continue to provide eviction prevention assistance to Tualatin families in FY 16-17. During the 15-16 program year, Community Action provided approximately \$11,425 of emergency rent assistance funds to 22 households in Tualatin.

City funds will be used to provide emergency assistance to low income Tualatin households in crisis. Households who have received a 72 hour notice of eviction for non-payment of rent are assessed for an 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. Families are also screened for eligibility for an energy assistance payment and in most cases are able to receive both forms of assistance in a single appointment. Families are also 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, 50% of City of Tualatin renters pay more than 30% of their income for their housing and 24% pay more than half their income for their housing. (ACS 2014 5 year estimates) For housing cost burdened families, one ordinary unexpected expense or reduction in income can be the difference between their ability to pay rent or not. Once a family begins to fall behind, they can incur additional fees and penalties which make it even more difficult to catch up, setting into motion a downward spiral that can lead to homelessness. A family who is evicted incurs court costs, property debt and a negative rental history all of which make finding a new place to live more difficult. Further, evictions are costly for landlords. Every eviction affects the landlord's bottom line increasing their costs and providing a disincentive to work with low-income families in the future. The result of this is stricter screening criteria and increased rental deposits both of which make regaining housing more difficult.

Homelessness has complex and far reaching implications both for the individuals and families who experience it and the community as a whole. Family homelessness, for example, has effects that impact multiple community systems. Compared to low-income housed children, homeless children experience more health problems, developmental delays, anxiety, depression and behavior problems, and poorer school attendance and performance (Buckner 2004, Shinn and Weitzman, 1996).

Even housing instability that does not lead to homelessness negatively impacts children. National studies have shown strong correlations between children moving three or more times and increased behavioral, emotional and school problems regardless of family income level (Shinn and Weitzman, 1996). Supporting family stability by helping at-risk families maintain their housing is a smart investment for the community.

In the program year 15-16, Community Action provided \$11,45 in emergency rent assistance to 22 Tualatin households keeping 70 children, women and men in their homes.

### **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. In program year 15-16, Community Action provided \$11,425 in emergency assistance to 22 Tualatin households keeping 70 children, women and men in their homes.

### **What Group of Citizens in Tualatin Does Your Organization Target?**

The Emergency Rent Assistance Program services 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?**

Community Action will serve approximately 500 Tualatin households across all agency programs and services. In 2016-17 approximately 25 households, or 75 individuals will be assisted with

emergency rent assistance.

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

In FY 15-16, Community Action provided emergency rent assistance to 354 households, 1043 individuals, 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 the State of Oregon and the cities of Beaverton, Hillsboro, Tigard, and Forest Grove as well Federal Funds from the Emergency Food and Shelter Program. These funds are combined with donations from the United Way, Faith groups and individual contributions.

Detailed information about the amounts and sources of program funds are included in the attached budget.

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

[tualatin\\_2016\\_budget\\_16-17.xlsx](#)

**Please Submit Your Board Information**

[2015-16\\_roster\\_-\\_bd\\_members.pdf](#)

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

[community\\_action\\_-\\_501c3.pdf](#)

**Other Attachments**

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/1721>

## Community Action

### Emergency Rental Assistance 16-17 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	\$60,813		\$60,813							
Client Expenses	\$260,945	\$4,500		\$139,853	\$5,400	\$20,000	\$3,310	\$7,200	\$30,000	\$50,682
Administration	\$19,204	\$500	\$6,081	\$2,854	\$600	\$0	\$301	\$800	\$3,000	\$5,068
<b>Total Cost</b>	<b>\$340,962</b>	<b>\$5,000</b>	<b>\$66,894</b>	<b>\$142,707</b>	<b>\$6,000</b>	<b>\$20,000</b>	<b>\$3,611</b>	<b>\$8,000</b>	<b>\$33,000</b>	<b>\$55,750</b>

### Emergency Rental Assistance 15-16 Actual Expenditures

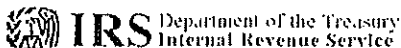
	Total Cost	City of Tualatin	State of Oregon	EFSP	Washington County	City of Hillsboro	City of Beaverton	City of Tigard	Private donations	United Way
Staffing, 1FTE	\$59,042		\$59,042							
Client Expenses - Rent	\$175,498	\$4,500		\$22,629	\$35,000	\$5,400	\$20,000	\$7,200	\$30,038	\$50,732
Administration	\$16,549	\$500	\$5,904	\$1,647	\$0	\$600		\$800	\$2,025	\$5,073
<b>Total Cost</b>	<b>\$251,089</b>	<b>\$5,000</b>	<b>\$64,946</b>	<b>\$24,276</b>	<b>\$35,000</b>	<b>\$6,000</b>	<b>\$20,000</b>	<b>\$8,000</b>	<b>\$32,063</b>	<b>\$55,805</b>



**Board of Directors  
2016-2017 Roster**

NAME	AFFILIATION	**	DATE BEGAN	TERM ENDS
1 Ann Barr-Gillespie	Pacific University	PR	9/12	17
2 Bill Miner	Davis Wright Tremaine LLP	(PR)	9/15	19
3 Leda I. Garside	iSalud! Services Clinical Nurse Manager / Tuallity HealthCare	PR	6/09	18
4 Nancy Ford	NW Regional Education Svc Dist	PR	12/11	17
5 Richard Odell	Healthcare Operations & Integration Consulting	PR	05/10	18
6 Ronald Sarazin	Olympic Performance, Inc	PR	1/02	19
7 Scott Gardner	Project Manager, Financial Systems Projec, PGE	PR	6/08	19
8 Denny Doyle	Mayor City of Beaverton	PU	03/12	17
9 Greg Malinowski	County Commissioner	PU	6/13	19
10 Jerry Willey	Mayor City of Hillsboro	PU	04/12	18
11 Margaret Doherty	State Representative	PU	9/10	17
12 Peter Truax	Mayor City of Forest Grove	PU	12/13	19
13 Tom Hughes	President Metro Council	PU	6/01	18
14 - vacant -			9/15	17
15 Daniel Lopez	PC Representative	LI	11/15	18
16 Krystle Willmore	Community Representative	LI	9/15	18
17 Leonor Garcia	Community Representative	LI	3/12	18
18 Leslea Smith	Regional Director Oregon Law Center	LI	2/01	19
19 Luis Marin	PC Representative	LI	05/15	17
20 Lynn Baker	Virginia Garcia Memorial Health Center	LI	09/08	17
21 Marcy Gallegos	Community Representative	LI	11/13	18
22 Maria Caballero Rubio	Executive Director Centro Cultural	LI	05/15	17

\*\* CV = Committee Volunteer, LI - Low Income Sector, PR = Private sector, PU = Public Sector



Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248667582  
Jan. 25, 2010 LTR 4168C E0  
93-0554941 000000 00

00018010  
BODC: TE

COMMUNITY ACTION ORGANIZATION  
1001 SW BASELINE ST  
HILLSBORO OR 97123-3822



016039

Employer Identification Number: 93-0554941  
Person to Contact: Mr. Miller  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Jan. 13, 2010, request for information regarding your tax-exempt status.

Our records indicate that your organization was recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in April 1974.

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.

Beginning with the organization's sixth taxable year and all succeeding years, it must meet one of the public support tests under section 170(b)(1)(A)(vi) or section 509(a)(2) as reported on Schedule A of the Form 990. If your organization does not meet the public support test for two consecutive years, it is required to file Form 990-PF, Return of Private Foundation, for the second tax year that the organization failed to meet the support test and will be reclassified as a private foundation.

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

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #13

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Fri, 08/26/2016 - 12:42pm  
127.0.0.1

#### Agency Contact Information

**Agency Name**

OREGON COMMUNITY WAREHOUSE INC

**Address**

3969 Northeast Martin Luther King Junior Boulevard

**City**

Portland

**State**

OR

**Zip Code**

97212

**Contact Name**

Robin Healy

**Contact Telephone Number**

5033142384

**Contact Email Address**

robin@communitywarehouse.org

#### Agency Request Information

**Request**

Community Warehouse is requesting a grant of \$5,000 for our furniture bank program.

**What is the Request for?**

Community Warehouse is requesting funding for our furniture bank program that collects and redistributes usable household furnishings to over 7,000 neighbors in need annually. Funds from the City of Tualatin will support critical program costs at our Westside Warehouse, including truck fuel and maintenance, utilities, staff time, and other operating costs. As a frugal organization, we spend every donated dollar wisely. A grant in the amount of \$5,000 will ensure that 35 local families receive the essential furnishings they need to create safe and stable homes this year.

**Describe the Agency's Mission**

Community Warehouse is the only full-service furniture bank in the Portland region that collects donated household goods and redistributes them to our neighbors in need. Our mission is to help vulnerable populations improve the quality of their lives and become self-sufficient by providing them with basic household furnishings.

**What Group of Citizens in Tualatin Does Your Organization Target?**

Community Warehouse serves Tualatin citizens, among other residents of this region, 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 project will meet the need of local residents that are recovering from hardships such as homelessness, fire or natural disaster, substance abuse, or domestic violence.

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

In 2016, Community Warehouse hired a Tualatin Client Services Coordinator, who provides case management to families without social service representation. (In the first 2 quarters of 2016, the Client Services Coordinator served 939 clients without social service representation.) In 2017, Community Warehouse will provide the following services:

1. Redistribute more than 550 tons of usable household furnishings
2. Create new partnerships with social service agencies by scheduling monthly case manager orientations
3. Serve more than 7,500 individual clients
4. Serve more than 3,000 children

**How Many Tualatin Residents will be Served?**

With support from the City of Tualatin, approximately two hundred low-income Tualatin residents will benefit from Community Warehouse's services in 2017. Additionally, all Tualatin residents have the opportunity to donate their extra household items directly to their neighbors in need every day.

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

We don't 'dedicate' our services based on location. Our warehouse is located in Tualatin but there is no restriction on where donors or recipients live. Our location makes it more convenient to Tualatin residents.

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

- City of Portland
- City of Beaverton
- City of Hillsboro

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

[budget2016\\_communitywarehouse.pdf](#)

**Please Submit Your Board Information**

[board\\_of\\_directors\\_2016.pdf](#)

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

[501c3.pdf](#)

**Other Attachments**

[cw\\_quotes.pdf](#)

**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/2131>

**Community Warehouse**  
Operating Budget for the 12 Months ending December 31, 2016

Statement of Operations	2015	2015	2016
	Actual	Budget	Budget
<i>Statistics:</i>			
<i>Persons Served</i>	7500	<i>no projection</i>	8,250
<i>Items Distributed</i>	1,928,715	<i>no projection</i>	2,121,586
<i>Full-time Equivalent Employees</i>	18.4	15	21.3
<b>Operating Revenue</b>			
Events	169,575	196,000	173,500
Grants	108,450	115,000	125,000
Restricted	34,050		95,000
Donor Contributions	88,005	110,000	123,000
Restricted	18,276		
Client Contributions	137,696	140,000	150,000
Truck Fees - Pickup	65,497	60,000	93,000
Delivery Fees	48,140	45,000	89,430
Sales	493,606	375,000	524,000
Rental Income	15,200	15,600	15,600
Income	1,178,495	1,056,600	1,388,530
Operating Income (Less Restricted)	1,126,169		
<b>Operating Expenses</b>			
Salaries	636,683	531,668	895,230
Employee Benefits	53,311	144,350	96,926
Mortgage	95,811	101,000	98,376
Events	41,733	50,500	46,500
Technology/ Database/Internet	28,410	22,000	36,200
Communications	11,529	16,800	32,392
Utilities	31,262	32,980	32,255
Insurance	26,395	40,000	29,630
Maintenance	14,272	14,000	20,922
Garbage	15,894	14,000	16,869
Pest Control	4,560	2,400	4,500
Vehicle Expense	19,093	32,000	23,200
Supplies	15,069	12,000	6,000
Professional Fees	13,061	10,800	13,000
Banking Fees	17,285	20,000	20,000
Board & Staff Development	6,466	3,000	12,435
Taxes, Permits, Fees	2,075	1,000	3,500
			1,387,935
Expenses including capital expenses	1,032,909	1,048,498	1,387,935
Profit (With Restricted Income)	\$ 145,586	\$ 8,102	\$ 595
Profit (Less Restricted Income)	\$ 93,260		



## BOARD OF DIRECTORS

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c.strahorn@bolywelch.com

#### **Miriam Hecht**

Community Advocate  
3120 SW Bennington Dr,  
Portland, OR 97205  
503.804.0877  
oregonhecht@comcast.net

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](http://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



## CASE MANAGERS

---

**“Community Warehouse has a warm and welcoming staff that makes clients feel right at home. Individuals can walk in with just a backpack of belongings and a long history of struggle. In the same day they can walk out of the Warehouse with a household full of furniture and a fresh start to life.” – Innovative Housing, Inc**

**“Community Warehouse is a phenomenal resource for people in need and is the key for many families to make their apartments into furnished homes where they can thrive rather than struggle to pay for the basics. There is no other program like Community Warehouse where those in need can get furniture – without it, many families would simply go without.” - Resource Center Director**

Naomi Painter, case manager at Supportive Services for Veteran Families (SSVF), speaks on behalf of her clients: *“I don’t know what SSVF would do without Community Warehouse. I have to say it’s one of my favorite parts about housing our participants. I can house somebody, but it’s just a “unit” until they have gotten what they need from Community Warehouse to turn it into a home. Many of our veterans have nothing to their name and have been very disempowered by the experience of homelessness, and being able to furnish an entire place the way they would like helps them regain a sense of agency in their own lives.”*

Community Warehouse partnered with JOIN to study the retention rate of previously homeless residents after utilizing Community Warehouse’s services. The study revealed that retention rates increased by 40% when residents were able to furnish their new homes. In his tenure as Executive Director of *JOIN: Connecting the Street to a Home*, Mark Jolin attributed JOIN’s impressive 75% housing retention rate to their partnership with Community Warehouse. Program Director Tom Elston explains: *“People that are homeless have a community that they function within. When they are given a place to live, this helps them become independent, but they are no longer within that community and they are living in this empty apartment alone. It makes a huge difference when you and your kids are going to sleep on beds instead of a floor, or eating at a table with plates and silverware. Community Warehouse makes a new place more than just an empty box. We help people create a home. The study showed that people wanted to stay because of the dignity of having a functional, comfortable home.”*

**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.**

**- Linda, Case Manager**

*“Working in the field of Domestic Violence, I find it refreshing to be able to go with clients to Community Warehouse and see how positive the experience is for them. The team in Tualatin does a wonderful job in making clients feel welcome and comfortable.”*

**A place of your own is important but so are the small things like a decent bed and dishes. Those are the things that make a house a home. When you are broke and starting your life again, those things can make the difference. — J**

Cheryl Sturgis, a case manager at Portland Youthbuilders, writes: “No other agency in the Portland area has the services equivalent to those of Community Warehouse.”

Sharon Smith of the Housing Authority of Portland writes:

*“During home visits I have seen empty living rooms or broken down furniture that is unsafe for children, a family of three sharing one bed, clothes stacked in boxes along the wall instead of a dresser. The families with whom I work have received items ranging from towels, sheets, blankets, pots and pans to dressers, beds, couches and kitchen tables. The families are incredibly thankful for items they could not afford at this time in their lives.”*

We would like to share this small but significant story from Colleen, a case manager at JOIN:

*“Belle is two - the youngest of four kids raised by their incredibly strong single mom. We recently moved them into a great apartment and I got them furniture from Community Warehouse last week.*

*Today I was over there again with our truck, helping move the last of their stuff from the storage unit they hastily rented when they became homeless.*

*This afternoon while we restored their toys, clothes & mementos to their apartment, Belle dozed in the sun on their new Community Warehouse couch. I was struck by the fact that, just a month ago, Belle and her family had been living in a park in Gresham.*

***The image of her sleeping there - safe, surrounded by family, her toys and decent furniture - to me is what "Home" is all about.***

*“It is really such a joy to see these people come in and get what they need. It’s something so many of us take for granted – going home and lying down on the bed, sitting on the sofa, sitting on chairs. To pull open the drawer and take out a knife or spoon... these are things these people don’t have and to see them get so much... it is truly a blessing. Truly.” – Debbie, Case Manager*

***In the words of Case Manager Colleen Sinsky, “Having basic furnishings is such an amazingly empowering part of someone’s move off the street and into housing. It comes down to dignity...and moving into a place that has white walls and barren floors is not an especially dignifying or human experience.”***

*“A very nice mom came in today and only took exactly what she needed – no more. While she waited patiently for almost an hour for another family to load their truck, she found a glider rocking chair that she really wanted. She had to make two trips in her vehicle and she took the glider on the first trip. When she came back, she told me that she had already put her baby son to sleep in it while she was home. She was glowing. One little piece of furniture made this mom's day.” – Vicky, Case Manager and Staff Member*

*“A young mother who lost everything when she fled a domestic violence situation came in with her father. When he walked into the Warehouse, he was visibly taken aback. Before me stood a big burly man moved to tears over what his daughter was about to receive. As we loaded a gorgeous kitchen table, a comfy couch and love seat (very heavy!), bunk beds for the kids, a recliner for mom, and boxes full of kitchen stuff*

and bedding, he repeatedly uttered 'I just can't believe something like this exists.' He gave out bear hugs, high fives and so many thank yous. This is what dignity looks like. This is what we do." – Vicky, Case Manager and Staff Member

## CLIENTS

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"Gosh, I really appreciate what you guys have done for me. This is a good thing, here. This Warehouse. And this is definitely a start. I have a chair now to sit in, instead of the floor...or my plastic bucket (laughs). And I got a toaster, too!"  
- Veteran Client

The positive impact of our services can be seen in this quote from a recent client:  
*"When we very first moved in, we had NOTHING. We went from the car, to here. So we got dishes, beds, and other things, but seeing the excitement on the kids' faces was truly one of the biggest blessings that came out of the whole thing...you know you're happy when your kids are smiling. It's good to know that people can bring that hope back."*

"Thank you, I am so overwhelmed with joy right now. Thank you." - Client, Aug. 2012

"I never knew how much a bed could make all the difference in the world! It meant so much to my family to have such great furniture. We are so grateful! "

"After being homeless for about a year, Community Warehouse was a blessing for my family. I don't have words to say how much this has helped." – Gloria



Cristian asked me to come out into the Warehouse to meet a family. I took this photo (attached) just as the garage door was closing at the end of a full day. This mom and her family of 7 fled from California to remove themselves from the violence they were experiencing in their city. After being homeless for over a year, they were so grateful to have furnishings. You could see the peace and ease in her eyes. The young boy, although shy, explained to me how they were "going home" to "set up all their new things."



"My experience was a great one. They [the warehouse] helped me and my daughter get our lives back on track. We had lost so much and they helped us get some of it back. We can't thank them enough for the things they gave us to start over with" -Craig, Warehouse Client

**"This has been the most wonderful experience! It's part of my new life. I'm so blessed to have your services. Community Warehouse truly makes a difference in people's lives."**

*- Warehouse Client, May 2016  
(pictured above left)*

Dad Jim: "Felt very welcomed and was treated like I am special. They were very accommodating to me." Daughter Nicole: "For all the best stuff I will take good care of all of it."

**"This is a whole lot more than what I got right now. I've been sleeping in a body bag on the floor with a small clock radio. I appreciate everything you guys have done." – Client, Fall 2015**

**"You are doing such an amazing, wonderful thing. I lost everything I treasured twice in my life and it took years to get things back. It's a comfort to know that there are such thoughtful, caring people in this world."**

*"We were blessed today with the help of Community Warehouse. We were able to come in and get some beds, a dresser, couch and chair, and a table. Everyone was so helpful and caring. This was a wonderful experience."*

*"You have blessed us with an apartment full of furniture. We were treated so well and feel so uplifted by the help we have received."*

"I've got a LOT of reasons to smile. A new job.....new FURNITURE!!"

- Client talking to their Case Manager while at the Eastside Warehouse, June 2012

"James was able to pick up little household items for his new apartment and that was just WONDERFUL! He has some disabilities and that was the first time he has done anything like that on his own. He's 27. It was a really wonderful experience." - James' Mom, July, 2012

"Veronica told us that when we left the Warehouse we would be happy. My mom is saying: 'We are so happy! We are so happy!'" - Young girl translating for her mother, a recent Warehouse client

*"You've made my day. You have no idea. I am so thankful."* - Client, 10/10/12

*"I was recently given the opportunity to have my own home with my pregnant wife. I was very stressed out and worried about how I was going to be able to get everything I needed to fill and make a home. However, your establishment, services, and staff took all of that away. We came in and were given EVERYTHING we needed to live on our own. There are not enough words to thank you for making that possible. We felt comfortable, special, and valuable. It is an experience I will never forget or would ever want to. I thank you again and hope that someday I can touch someone's life as you have touched ours."*

*Sincerely,*

*The Flanagan Family (Joshua, Tiffany, and Baby)*

*Fall, 2012*

"I was feeling very down about our current living situation. It was depressing me and I am already so down because of the vigorous chemo treatments I am currently undergoing. I told our social worker, Erin (Leake), about our situation and she got right on top of it.

She connected us with Community Warehouse and we just got an apartment full of furniture! We had nothing except a bed and a desk- now we are blessed with a couch, recliner, end tables, a microwave, a bed for our daughter and much more! Thank you for this wonderful gift! It means so much to us..."

- Jamie Tafoya (Providence Healthcare Patient) Fall, 2012

**"You don't know the struggles we've had the past eight months. This means the world to us. 'Thank you' isn't enough." - Missie, Client**

Thanks so much for everything. You just made my house a home.- Warehouse Client

The greatest thing was....this chair that my wife is sitting in right now. There was a very great need for that, because it helps her get up and stand up and we just couldn't afford that. It gave me back a little bit of independence. - I'd have to say that my greatest possession here is my chair. When I got this, I was super super excited because it gave me a little more independence and being able to get up and take care of myself, rather than having to rely on others, it brought back a little bit of dignity back to yourself. So yeah...thank you Community Warehouse - that stuff really does help. We were lucky enough to get lots of things. When we very first moved in, we had NOTHING. We went from the car, to here. So we got dishes, and other things,

but seeing the excitement on the kids face was truly one of the biggest blessing that came out of the whole thing.... you know you're happy when your kids are smiling...it's good to know that people can bring that hope back. - Linda

At Community Warehouse, the most requested item is a bed for a child. At thrift store prices a twin bed set costs over \$120, beyond the means of our clients. A recent client shared their story: *"We got dishes, beds, and other things, but seeing the excitement on the kids' faces was truly the biggest blessing. It's good to know that people can bring that hope back."*

## DONORS

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*"The Warehouse seems to do for people what they really need. Instead of theoretical concepts, basic furnishings seem much more important."* – Timothy, Donor (2015)

I know that Community Warehouse will put my goods to the best possible use, by giving them to folks who can use them or reselling them to fund operations. Community Warehouse staff are always the friendliest and have helped so many individuals and families establish homes that are safe retreats. (2015)

*"Community Warehouse is one of the hardest working and effective agencies in Oregon. Help them help others!"* Eddy Shuldman

*"Your organization is well organized and professional! That makes it easy for me."* - Furniture Donor, 9/8/2012

*"Community Warehouse is one of the referrals at the Recycling Information Center, and one of my favorites personally because they GIVE the items to people. They work with Social Service agencies to help people in need of everyday household items. If you have unused, no-longer-needed items, please consider donating."* Betty, Donor (October 2014)

Community Warehouse is close and dear to my heart because I teach GED to students who are in the DHS system. Somebody told me about your organization and I referred my students and they were happy to avail of your services. From that time on (2004 or 2005), I made sure I am able to help out with in-kind or in monetary contributions. More power to you guys! – Give!Guide donor

**Posted on Facebook:** "If you have anything to contribute, I'm glad to swing by and pick up your household goods and deliver to Community Warehouse, if you have stuff and no way to drop off. Thanks."

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The pleasure of giving — and with hope of the goods reaping benefits for the Warehouse — are all ours.

Indeed, we would have been rotten (and guilty) donors had we not done something to compensate for taking back a blanket.

Community Warehouse is an amazing program. It's tempting to ransack our house to send quality items to you. As we continue to downsize and simplify, it is good to know that we have such a valuable and relevant community institution on the receiving end.

-Jane and Douglas

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"The Washington County community is very fortunate to have Community Warehouse doing work out here...there is so much need to be met."

Hey Anna,

I got your phone message and you are so welcome. The Shapira's are very excited about the growth and success of the Warehouse. Congratulations and good luck with the truck purchase. Talk to you soon.

Best wishes,

Robert Thompson, Executive Director

The Anne & Eli Shapira Charitable Foundation

**My son and I dropped off a really nice bunk bed set at the precise time a local, Latino family was searching for one. We hadn't even finished bringing in all the parts when this family, with two very young boys (like 4 & 6) fell in love with it. The faces on those kids and the satisfaction of the parents was as good as it gets. The connection was made because of your awesome facility and it was really gratifying to actually see the faces of the recipients. Very positive experience. – Jonathon Crane**

"I was inspired to donate by the memory of seeing the joy of clients shopping for what they needed." –Janice (Oct 2013)

I donated a truckload of stuff a couple days ago and your guys were amazing. They brought over an empty truck, they got everything that I had to donate in the house and they were efficient, courteous and it was overall an amazing experience. So thank you so much and if I ever have things to donate in the future I will definitely give you guys a call. Thank you so much. Yay Community Warehouse! – Michele 9/12/2013

"When I asked around, three people told me to donate to Community Warehouse. They convinced me quickly that it's the only place to give." - Donor, 2012

"Thanks for giving me a meaningful place to take things while I downsize."

- Donor, May 2012

**Community Warehouse helped me when I was in a bad place and now that things are better, I hope to help someone else. You're doing a terrific job and are much appreciated. - Furniture Donor**

Tom: Do you want a donation receipt?

Donor: Gosh no...why would I ever want to write this experience off?! (after client brought in dish set which was immediately placed into the car of a family picking out furniture.)

"I have a friend who took advantage of Community Warehouse when he was just released from a clean and sober household and I was able to see all of the things the Warehouse did for him to get him on his feet, and rather than give my donations to any other place that turns around and sells the goods for profit, I would rather give to your organization because I saw first-hand how it



works... I was impressed. My friend is now self-sufficient and working a full time job." - Email from Donor, May 2012

## HOMEMAKERS (Monthly Donors)

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*"I became a HomeMaker for lots of reasons. It is one of the best organizations I have found for actually helping families in transition. What good is a roof over your head if you have no way to cook, nowhere to sleep and nothing to welcome you through the door after a hard day. It's the little things like knowing your child can invite their friends over to play without the stigma of having "nothing". It's the ability to eat a home cooked meal. **It's the ability to just feel good.***

*But mostly it's because I have been on the down side of life. I am fortunate now, but I will never forget my struggles and anything I can do to make it easier for someone else's struggle I will do if I can. I so believe in the Community Warehouse that I have also offered my services as a volunteer. Becoming a HomeMaker is easy, painless and so very worthwhile, giving the gift of satisfaction to both giver and receiver."*

Sandra, a HomeMaker and volunteer

## STAFF

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**"When you are starting all over again, especially if it's not by choice, you are so lost. There is no time or resources to furnish a home. Here at Community Warehouse, we believe that the strength of our community begins at home. We work very hard every day to make sure families are set up with what they need to set up their home in the way they want to. There is no home in an empty house."**  
-Dunetchka Otero-Serrano, Executive Director

*"I realized very quickly that it's something people can get excited about, really excited about. You're literally coming in and dropping off a donation and seeing a kid get a new bed at the same time. It's so rewarding, and humbling, and that was an eye-opener for me.*

*The other day, I was walking through the Warehouse to get the mail and I saw a client standing next to a pile of furniture she had chosen for herself. She was crying. I came over and asked if everything was okay, and she said: 'I'm sorry, I'm just so happy.'*

*It's one of those things you can never take for granted, and it's such a joy for the recipients, for the donors, and the staff and volunteers here at the Warehouse."*

-Anna, Staff Member

**"I walked into the empty room and saw a little boy taking a nap on the floor. He opened his eyes as we were carrying in a twin bed – HIS new bed – and he asked us if it was for him. Being able to answer 'Yeah buddy, it's all yours' was such a powerful experience. The pride I**

*felt at knowing the Community Warehouse had made such a difference in not only that boy's life but his entire family's was huge. I don't think I have ever felt that way before."*  
– CW Program Staff

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #9

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Tue, 08/23/2016 - 4:20pm  
127.0.0.1

#### Agency Contact Information

**Agency Name**

Domestic Violence Resource Center

**Address**

PO Box 494

**City**

Hillsboro

**State**

Oregon

**Zip Code**

97123

**Contact Name**

Aditi Vyas

**Contact Telephone Number**

503-640-5352

**Contact Email Address**

aditiv@dvrc-or.org

#### Agency Request Information

**Request**

Requested Funds: \$1500

**What is the Request for?**

The funds requested will be used to support operational expenses of our programs at the Hillsboro office. Our wrap-around service model for Domestic Violence victims and their families includes crisis line, legal advocacy, protective orders, emergency shelter, counseling and transition house. All services are available at no cost to all residents of the City of Tualatin. The DVRC office at Hillsboro will assist with Protective Orders, job connections, and counseling. Our co-located advocate at Tigard will be available to all residents of Tualatin if they have difficulty traveling all the way to Hillsboro.

**Describe the Agency's Mission**

The mission of the Domestic Violence Resource Center of Washington County is to educate, support, and empower survivors and their children who are affected by intimate partner violence by offering counseling, advocacy, shelter services, and community outreach.

Our values

- We have zero tolerance for all forms of violence: we believe in everyone's right to live free from harm.
- We treat everyone equally with fairness and respect: we provide caring and compassionate services.
- We recognize everyone is unique: we embrace all forms of diversity.
- We support an environment of responsibility: we encourage innovation and creativity in all our endeavors.
- We foster the spirit of teamwork: we uphold honesty and integrity in community collaborations.

### **What Group of Citizens in Tualatin Does Your Organization Target?**

We serve all individuals and families who have experienced or are at risk for domestic violence (DV). In providing our services we do not discriminate on the basis of age, gender, race, color, ethnicity, national origin, religion, marital status, sexual orientation, sexual/gender identification, disability, or any other characteristic protected by law. A recent study from the Centers for Disease Control documented that victims of DV come from all walks of life, levels of income, race and age.

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

Last year, DVRC celebrated its 40th anniversary. We continue to grow and change while providing free services to adult and child survivors of domestic violence within Washington County, Oregon and surrounding areas. In the year 2016-17, we plan to focus on being culturally-specific in all our services. We will continue to offer protective order advocacy, professional counseling, confidential shelter, and 24-hrs. Crisis line response among many other services. But keeping in mind the needs of specific communities, we now have three different advocates, each 1.0 FTE, serving the Hispanic, Asian and the LGBTQ communities. We intend to use the requested funds to support our wrap-around service model for those at risk of domestic violence and for those currently experiencing domestic violence.

Prevention:

- Community outreach: Presentations to businesses, faith communities, civic groups, and fraternal organizations.
- Teen Awareness: School-based education about domestic/sexual violence and teen dating violence.
- Collaboration with other agencies: Partnering with other agencies is critical to achieving the goal of empowerment for our clients. In our mission to better serve survivors of Domestic Violence, DVRC is leading the Family Justice Center initiative in Washington County. A steering committee consisting of law enforcement leadership and several other service agencies and community partners is swiftly moving towards bringing this plan to fruition. DVRC is committed to building this Family Justice Center keeping in mind the needs and requirements of residents of the City of Tualatin when it comes to DV services.

Intervention:

- Individual counseling: For adults and children between ages 3 and 17.
- Support Groups: Help survivors build a community and share their stories in a safe and confidential setting.
- Safety planning: Help survivors mitigate safety risks or leave dangerous situations.
- Confidential shelter: Monika's House is Washington County's only domestic violence shelter for survivors who are fleeing an abusive partner and are in imminent danger. We offer stays up to 60 days, and services include case management, parenting support, crisis and skills-based counseling for adults and children, peer support groups, and referrals to community resources.

Monika's House is one of 7 shelters in Oregon that accepts family pets, offering safe haven for survivors with pets.

- **Protective Order Advocacy:** The advocacy office assists petitioners with filling out paperwork to file for protective orders and stalking orders. Our advocates are available to attend court proceedings with survivors if requested.
- **Self Sufficiency:** Co-located advocates at self-sufficiency offices to provide education and resources to DHS staff, as well as crisis intervention and advocacy for clients utilizing DHS services who report experiencing domestic violence. Our co-located advocates provide a seamless and efficient transition to DVRC services.
- **Culture-Specific Services:** Spanish-language, culturally sensitive groups for our Spanish-speaking clients. DVRC recently merged with SAWERA-South Asian Women's Empowerment and Resource Alliance and will actively work towards building cultural specific program for South Asian clients. We added one full-time advocate serving clients from LGBTQ community.
- **24 hour crisis line:** Callers can receive referrals, advocacy, and crisis intervention 24 hours a day, 365 days a year.

#### Empowerment

- **Awareness:** Solid and accurate information that allows individuals and families to make the best possible decisions concerning their safety.
- **Health:** Assistance with accessing health care services to address issues that have gone untreated as a result of the chaos caused by domestic violence.

#### **How Many Tualatin Residents will be Served?**

Last fiscal year, we served approximately 45 residents of Tualatin. With the expansion of Counseling services and co-located advocate at Tigard, we hope Tualatin residents will have easy access to services. We expect a slight increase in the number of clients served; From 45 to 50.

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

In fiscal year July 2015-June 2016, we served approximately 45 residents of City of Tualatin at the Hillsboro Office. This accounts for about 3% of our services.

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

Hillsboro:\$6000, Tigard: \$5000

#### Agency Organizational / Financial Information

##### **Please Submit Your Budget Information**

[copy\\_of\\_annual\\_budget16-17.xlsx](#)

##### **Please Submit Your Board Information**

[updatedboardinfo.xlsx](#)

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

[dvrcs\\_501c3\\_irs\\_designation.pdf](#)

##### **Other Attachments**

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/1941>

Proposed Annual Budget  
2016-2017

	A	B	C	D	E	F	G	H	I	J
1	<b>REVENUE</b>		<b>Proposed Budget 2016-2017</b>							
2	Fundraising			\$ 160,000.00						
3	Direct Mail		\$ 25,000.00							
4	Event Revenue		\$ 60,000.00							
5	Other		\$ 3,000.00							
6	Corporate Contributions		\$ 2,500.00							
7	Corporate Matching		\$ 2,500.00							
8	Business Contribution		\$ 10,000.00							
9	Civic Organization Contribution		\$ 10,000.00							
10	Faith-Based Contribution		\$ 6,000.00							
11	Individual Contribution		\$ 16,000.00							
12	Direct Public Support - Other									
13	On-line contribution		\$ 10,000.00							
14	United Way		\$ 5,000.00							
15	Foundation Grants		\$ 10,000.00		No MMT for FJC					
16										
17										
18										
19	Federal Grants	EFSP	\$ -	\$ -	annual-no longer will receive					
20										
21	State Grants	DHS - Advocate	\$ 106,163.00		monthly					
22		EHA	\$ 23,057.00		quarterly					
23		MLT	\$ 16,056.00		monthly					
24		CFAA	\$ 41,466.00		monthly					
25		FVPSA	\$ 39,450.00		monthly					
26		SHAP	\$ 73,000.00		quarterly					
27		ODSVs	\$ 258,468.00		annual					
28		VOCA One-Time	\$ 49,145.99		one-time					
29		ESG	\$ 10,000.00		quarterly					
30		VOCA	\$ 341,644.37		quarterly					
31		VAWA	\$ 43,527.00		quarterly					
32		OCADSV	\$ 1,000.00		annual					
33				\$ 1,062,977.36						
34	County Grants		\$ -							
35		WA Co. Shelter Maint.	\$ 15,000.00		annual					
36		WA Co. Levy	\$ 288,413.00		quarterly					
37		Advocacy JRI	\$ 128,645.98		quarterly					
38		MMH JRI	\$ 64,485.69		quarterly					
39		MMH WACO Housing	\$ 22,522.16		monthly					
40				\$ 519,066.83						
41	City Grants	Tualatin	\$ 1,000.00		annual					
42		Tigard	\$ 5,000.00		annual					
43		Hillsboro	\$ 6,000.00		annual					
44										
45				\$ 12,000.00						
46										
47	Total New Revenue			\$ 1,694,044.19						
48										
49	Carry Over(unused)									
50	MMT Carryforward		\$ 15,804.45		FJC					
51	ODSVS Carryforward		\$ 67,840.00		2013-2015					
52	ODSVS Carryforward		\$ 13,046.31		2015-2016					
53	Total carry over			\$ 96,690.76						
54	<b>TOTAL REVENUE</b>			\$ 1,790,734.95						
55										
56	<b>EXPENSES</b>		<b>Proposed Budget 2016-2017</b>							
57	Salary/Wage									
58		MANAGEMENT	\$ 241,964.45			\$ 241,964.45				
59										
60		COUNSELING	\$ 172,763.59			\$ 172,763.59				
61										
62		COMMUNITY ADVOCACY	\$ 306,490.84			\$ 306,490.84				
63										
64		SHELTER	\$ 294,390.40			\$ 294,390.40				
65										
66		CULTURAL	\$ 49,915.00			\$ 49,915.00				
67										
68	Salary Total					\$ 1,065,524.28				
69										
70	Worker's Benefit Fund		\$ 11,000.00		SAIF + Deductions					
71	Employer payroll tax		\$ 86,000.00							
72	Background checks		\$ 4,000.00							
73	Employee benefit		\$ 160,301.07		healthcare/life Disability/IRA					
74	Benefit Total					261,301.07				
75										
76										
77	Salary/Benefits Total					\$ 1,326,825.35				



No.	Title	first_name	last_name	Professional Affiliation	address	city	STATE_DE	state	zip	business_phone	email
1	Chair	Jyoti	Choudhary	Intel	5800 NW 1	Portland	Oregon	OR	97123	(503)708-0643	jjyoti.choudhary@intel.com
2	Vice Chair	Kathy	Proctor	Attorney, Proctor Law	17933 NW	Beaverton	Oregon	OR	97006	(503)352-0731	kproctor@proctorlawpc.com
3	Secretary	Rhonda	Groshong	Beaverton PD	4755 SW C	Beaverton	Oregon	OR	97076	(503)526-2515	rgroshong@beavertonoregon.gov
4	Treasurer	Nicole	Hough	Hough Law	PO Box 20	Beaverton	Oregon	OR	97075	(503) 208-6610	nicole@houghlawfirm.com
5	At-Large	Linda	Brandt	Rtd, Probation and Parole	4606 SE Br	Portland	Oregon	OR	97206	(503)846-3471	labrandt@yahoo.com
6	At-Large	Melanie	Musial	Deputy District attorney	150 N. Firs	Hillsboro	Oregon	OR	97124-300	(503) -846-8671	melanie_musial@co.washington.or.us
8	At-Large	Susan	Sands	Business Owner	19105 SW	Beaverton	Oregon	OR	97007	(971)219-6230	ssands1@aol.com
10	At-Large	Bria	Woodworker	Lifeworks Inc.	14800 NW	Portland	Oregon	OR	97229	(206)229-9135	briallynn0823@gmail.com



**Internal Revenue Service**

**Department of the Treasury**

**P. O. Box 2508  
Cincinnati, OH 45201**

**Date:** December 27, 2001

**Person to Contact:**

Ms. Smith #31-07262  
Customer Service Representative

**Toll Free Telephone Number:**

8:00 a.m. to 8:30 p.m. EST  
877-829-5500

**Fax Number:**

513-263-3756

**Federal Identification Number:**

93-0665804

Domestic Violence Resource Center, Inc  
P.O. Box 494  
Hillsboro, OR 97123-0494

Dear Sir or Madam:

This is in response to the Amendment to your organization's Articles of Incorporation, filed with the state on March 01, 2001. We have updated our records to reflect the name change as indicated above.

Our records indicate that a determination letter issued in October 1977 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its 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.

Domestic Violence Resource Center, Inc  
93-0665804

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

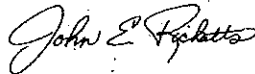
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE  
Customer Account Services

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #4

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Thu, 08/18/2016 - 3:19pm  
127.0.0.1

#### 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**

503-443-6084

**Contact Email Address**

[jschwab@goodneighborcenter.org](mailto:jschwab@goodneighborcenter.org)

#### Agency Request Information

**Request**

\$5,000

**What is the Request for?**

This request is for general operating support. As the only family homeless shelter on the east side of Washington County, the Good Neighbor Center (GNC) is struggling to meet the need for emergency shelter in our area.

**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.

GNC has been helping homeless families since 2000. With nine bedroom units, a dining room, day room, fenced outside yard and commercial kitchen, we are the largest of the three family homeless shelter programs in Washington County. We housed 90 families in FY 2015-16, consisting of 135 adults and 190 children. We serve an incredibly diverse population: 146 of the residents last year were White; 71 were White/Hispanic; 44 were of mixed race; 41 were African American; 21 were Pacific Islander or Native Hawaiian; and 2 were Asian. We were able to help place 39 of those 90 families into permanent housing .

At the Good Neighbor Center we focus on providing basic shelter and supportive services without regard to race, color, national origin, English proficiency, religion, sex, age, familial status, disability, marital status, source of income, sexual orientation or gender identity.

### **What Group of Citizens in Tualatin Does Your Organization Target?**

GNC serves homeless families from Tualatin and throughout Washington County. To be eligible a family must include a minor child and meet the federal definition of "literally homeless" or "at imminent risk of homelessness."

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

Although GNC's first concern is to provide shelter and food, case management toward permanent housing is provided to every homeless family. Our staff makes use of all possible resources to help families remove barriers to housing, including participation in our Housing Stabilization Program, referral to other transitional and permanent housing programs, referral to employment and training programs, bi-weekly Life Skills classes, the Rent Well curriculum, and access to public benefits.

The essence of our service to homeless families in our community is providing shelter. In the ancient world what we do was called hospitality. Hospitality was viewed as an important expression of kindness, mutual aid, neighborliness, and an integral part of living a moral life. Hospitality addressed the physical needs of strangers for food, shelter, and protection, but also included recognition of their worth and common humanity. It is just as true today that by being hospitable, we overcome barriers of class, ethnicity, and credentials as we seek to build a welcoming community together. The board and staff of the Good Neighbor Center strive to embody those principles.

Another of our key initiatives is to stabilize all children in school, with liaison services to local school districts, interaction with each child's school counselors and teachers as appropriate, a daily Homework Club during the school year, individualized tutoring, and a ten week full day Summer School. We also work with adults on completing GED requirements and accessing other educational and job training resources.

### **How Many Tualatin Residents will be Served?**

The precise number is unknown as families enter shelter randomly from all over the area, including occasional families from outside Oregon.

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

In FY 2015-16 we served one family from Tualatin, comprised of 1 adults and 1 child. That number is a little smaller than in recent years. It can sometimes be difficult to establish where a family has been living in the weeks prior to entering shelter, so the common practice is to establish a last permanent zip code. Tualatin is blessed to have more stable housing than other areas of the county.

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

Public Sources of Support FY 2015-16  
Washington County Levy \$274,452.00  
Wash Co. Maintenance Funds 15,000.00  
Community Development Block Grant 10,460.00  
Emergency Shelter Grant 20,000.00  
Emergency Food & Shelter Program 26,108.00  
State Homeless Assistance Program 58,848.00  
Housing & Urban Development Grant 30,564.00  
City of Beaverton 25,000.00  
City of Tigard 15,000.00  
City of Tualatin 4,500.00

We anticipate government grant awards for FY 2016-17 to be commensurate with these numbers.

#### Agency Organizational / Financial Information

**Please Submit Your Budget Information**  
[budget\\_attachment.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/1491>

**Good Neighbor Center  
Operating Budget  
2016-2017**

<u>REVENUE</u>		<u>INCOME GL #</u>
Washington County Levy	277,197.00	40020
WA Co Maintenance Funds	15,000.00	40030
ESG (County/CAO)	20,000.00	40090
ESG (EFSP/CAO)	0.00	40080
SHAP (CAO/State)	93,791.00	40210
HUD Grant	30,000.00	40215
CDBG Grant( County)	18,611.00	40221
City of Beaverton (CDBG)	25,000.00	40250
City of Beaverton (Gen. Fund)	0.00	40350
City of Tigard	15,000.00	40300
City of Tualatin	4,500.00	40400
Private Donations	90,000.00	40800
General Foundation Grants	25,000.00	40810
Fundraising Events	30,000.00	40830
Children's Program Donations	5,000.00	40850
Interest Income	150.00	42800
HomeStreet Fund	5,000.00	42850
Project Homeless Connect	4,000.00	42950
Designated Use Donations	1,000.00	42900
SAIF Dividend	1,500.00	43500
Other Income	1,500.00	43000
Health Care Credit	1,400.00	45450
General Online Donations	5,000.00	45400
<b>TOTAL REVENUE</b>	<b><u>668,649.00</u></b>	
<u>EXPENSE</u>		<u>EXPENSE GL#</u>
Wages	393,300.00	60000
Payroll Taxes	42,250.00	60100
Medical/Dental/Life Ins.	71,000.00	60500
IRA Retirement Plan	7,000.00	60700
<b>Sub-Total Personnel</b>	<b><u>513,550.00</u></b>	
Business/Property/Liability Ins.	6,600.00	62500
Worker's Compensation Ins.	5,000.00	62600
Director & Officer Ins.	2,600.00	63000
Volunteer Insurance	350.00	63050
Auto Insurance	1,300.00	63100
<b>Sub-Total Insurance</b>	<b><u>15,850.00</u></b>	
Shelter Food Needs	500.00	66200
Children's Program	1,500.00	66300
Equipment lease	2,700.00	66450

Offsite Storage	500.00	66750
Client Assistance Expense	2,500.00	67200
Transition Housing Assistance	1,750.00	67300
HomeStreet Fund	5,000.00	67250
Project Homeless Connect	4,000.00	67350
Drug Testing	1,600.00	67400
<b>Sub-Total Program</b>	<b><u>20,050.00</u></b>	
Heat	5,000.00	68000
Electricity	8,700.00	68100
Water/Sewer	8,200.00	68200
Refuse	4,000.00	68300
Telephone / Internet	3,000.00	68400
Cell Phone Reimburse	1,300.00	68450
Floor Care	2,100.00	68500
County Maintenance Funds	7,500.00	68550
Facility Maintenance	2,500.00	68600
<b>Sub-Total Facility</b>	<b><u>42,300.00</u></b>	
Financial Audit/Tax Returns	9,750.00	68900
Office Supplies	1,750.00	69000
Office Equipment	1,250.00	69100
Bookkeeping Service	4,200.00	69150
Online Donation Charges	250.00	69200
Bank & Direct Deposit Fees	400.00	69250
Automotive Expenses	1,250.00	69410
Licenses & Taxes	1,000.00	69450
Dues & Subscriptions	600.00	69470
Staff Training	750.00	69500
Board Expenses	500.00	69650
Business Meals	200.00	69700
Travel & Reimbursement	1,250.00	69600
<b>Sub-Total Administration</b>	<b><u>23,150.00</u></b>	
Volunteer Recognition	500.00	70200
Staff Recognition	1,500.00	70500
<b>Sub-Total Volunteer</b>	<b><u>2,000.00</u></b>	
Printing	2,500.00	75000
Postage	1,750.00	75100
Advertising	500.00	75500
Fundraising Expense	2,250.00	75550
Website/IT/Media	750.00	75575
<b>Sub-Total Mktg &amp; Development</b>	<b><u>7,750.00</u></b>	
Designated Use-Expense	1,000.00	75900
Other Expense	1,000.00	89000

Sub-Total Other	<u>2,000.00</u>	
TOTAL EXPENSE	<u>626,650.00</u>	
NET INCOME BEFORE DEP.	<u>41,999.00</u>	
DEPRECIATION	<u>22,500.00</u>	90100
NET INCOME	<u>19,499.00</u>	



**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, <b>Chair</b> 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, <b>Vice Chair</b> 23431 SW Pine St. Sherwood, Oregon 97140 (503) 281-0055 (work) srs@bisnett.com	Bisnett Insurance Insurance – CLU	6/30/2017 (Officer) 6/30/2018 (Director)
Nancy Peters, <b>Secretary</b> 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, <b>Treasurer</b> 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 <sup>st</sup> Ct. Beaverton, OR 97007 (816) 309-8264 (cell) tom.heger@jedunn.com	J. E. Dunn Construction Vice President-Operations	6/30/2018 (Director)

<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  14765 SW 109<sup>th</sup> #1  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>Rachelle Ross  7015 SE Lake Rd. #12  Milwaukie, OR 97267  (503) 867-4106 (cell)  (503) 722-6200 (work)  rachelle.irontribe@gmail.com</p>	<p>Folk Time  Peer Support Specialist</p>	<p>6/30/2018 (Director)</p>
<p>Jason Werts  9515 SW 151<sup>st</sup> Ave.  Beaverton, Oregon 97007  (503) 423-8862 (work)  (503) 347-8862 (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.

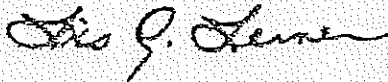
Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of 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](http://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 #10

#### Submission information

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

Submitted by Visitor (not verified)

Thu, 08/25/2016 - 10:16am

127.0.0.1

#### 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](mailto:krauthoefer@aol.com)

#### Agency Request Information

**Request**

Just Compassion is requesting funding in the amount of \$3,000.

**What is the Request for?**

Just Compassion currently operates a day center one day a week, year-round, for homeless adults living in the Tigard, Tualatin and Sherwood areas. We are expanding our outreach into the community to find and serve more people and to increase the number of days we are open. Due to transportation issues, we have not been able to adequately provide the services needed for the homeless living in the Tualatin and Sherwood areas. We will use a portion of the \$3,000 (between \$700 and 1400) to cover the cost of shuttling the homeless adults from Sherwood and Tualatin to the day center in Tigard where they will have access to a variety of resource information as well as food, daytime shelter, restrooms, etc. We are developing partnerships with local churches that own vans which would be used for transport. The remainder of the

amount is to be used to purchase laptop computers and a printer for the homeless to use for job searches, resumes, educational purposes, etc.

**Describe the Agency's Mission**

Just Compassion is a coalition of religious, service, civic and business organizations striving to create a safe and hospitable environment and a community centered response to the needs of those living without homes and those living in poverty in Tigard, Tualatin and Sherwood. Current member organizations provide local overnight severe weather shelters, operate food pantries, provide household goods and services to the newly housed, provide mental health counseling, etc. and collaborate with the City of Tigard.

**What Group of Citizens in Tualatin Does Your Organization Target?**

Just Compassion targets the adult homeless individuals living throughout East Washington County including Tualatin, Tigard and Sherwood.

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

The following services are currently available at the day center and through our Showers and Laundry program: once a month showers and laundry at a local laundromat and church; resources at day center include: morning snack and lunch; food to take back to camps; safe place to rest and sleep; positive social interactions; restrooms; entertainment; assistance in completing forms for insurance, housing, employment, etc; access to resources for counseling, housing, mental and physical health, employment and training opportunities; job resume preparation; Wi-Fi and limited computer access; clothing exchange. We are developing our services in 5 phases (see attached) and are currently moving between phases one and two.

**How Many Tualatin Residents will be Served?**

The day center will serve between 16-22 Tualatin residents, depending on the weather. This figure is based on the number of adults who accessed the Rolling Hills Overnight Severe Weather Shelter in 2015-2016 and the number of adult homeless utilizing the Tualatin Library as a place to stay during its hours of operation.

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

Approximately 25-33% of our program is dedicated to the homeless adults of Tualatin although the day center 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 for 2016 as well as receiving in-kind services such as printing and media assistance. We are also pursuing a Community Development Block Grant through Washington County for 2017-2018

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

[jcfy17\\_budget\\_2016-2017.pdf](#)

**Please Submit Your Board Information**

[jcboardmembers.docx](#)

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

[501c3.pdf](#)

**Other Attachments**

jc\_day\_center\_phases\_2.doc - revised - 8-6-2016.doc

**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/2001>

**Just Compassion of East Washington County**  
 Projected Budget Overview: Fiscal Year 2017  
 July 2016 - June 2017



	Coalition	Day Center	Showers and Laundry	TOTAL
<b>ADMINISTRATIVE EXPENSES</b>				
Bank Charges	50.00	50.00	50.00	150.00
Office Equipment	833.00	833.00	833.00	2,499.00
Office Expenses	367.00	367.00	366.00	1,100.00
Payroll Expenditures		11,447.00		11,447.00
Post Office Box	34.00	34.00	34.00	102.00
Professional Services	400.00	400.00	400.00	1,200.00
Taxes & Licenses	50.00	50.00	50.00	150.00
<b>Total ADMINISTRATIVE EXPENSES</b>	<b>\$ 1,734.00</b>	<b>\$ 13,181.00</b>	<b>\$ 1,733.00</b>	<b>\$ 16,648.00</b>
<b>COALITION</b>				
Resource Cards	167.00	167.00	167.00	501.00
<b>Total COALITION</b>	<b>\$ 167.00</b>	<b>\$ 167.00</b>	<b>\$ 167.00</b>	<b>\$ 501.00</b>
<b>DAY CENTER</b>				
Bus Tickets		119.00		119.00
Consumable Supplies		1,000.00		1,000.00
Kitchen & Serving Equipment		100.00		100.00
Rent or Lease		30,000.00		30,000.00
Repair & Maintenance		2,000.00		2,000.00
Shuttle		700.00		700.00
<b>Total DAY CENTER</b>		<b>\$ 33,919.00</b>		<b>\$ 33,919.00</b>
<b>INSURANCE</b>				
Liability Insurance	808.00	808.00	808.00	2,424.00
<b>Total INSURANCE</b>	<b>\$ 808.00</b>	<b>\$ 808.00</b>	<b>\$ 808.00</b>	<b>\$ 2,424.00</b>
<b>MARKETING &amp; DEVELOPMENT</b>				
Advertising	67.00	67.00	67.00	201.00
Postage	133.00	133.00	133.00	399.00
Promotional	317.00	317.00	317.00	951.00
<b>Total MARKETING &amp; DEVELOPMENT</b>	<b>\$ 517.00</b>	<b>\$ 517.00</b>	<b>\$ 517.00</b>	<b>\$ 1,551.00</b>
<b>SHOWER &amp; LAUNDRY DAY</b>				
Clothing & Toiletries			360.00	360.00
Coins			960.00	960.00
Laundry Detergents			250.00	250.00
Sandwiches			840.00	840.00
<b>Total SHOWER &amp; LAUNDRY DAY</b>			<b>\$ 2,410.00</b>	<b>\$ 2,410.00</b>
<b>Total Projected FY 2017 Budget</b>	<b>\$ 3,226.00</b>	<b>\$ 48,592.00</b>	<b>\$ 5,635.00</b>	<b>\$ 57,453.00</b>



JUST COMPASSION  
of East Washington County

## Board of Directors

Darla Samuelson  
16540 SW Copper Creek Dr  
Tigard, OR 97224  
971-570-7928  
Occupation: Director, Masters Programs at George Fox Evangelical Seminary

Valerie Burton  
18675 NW Shadow Lane  
Portland, OR 97229  
208-871-7597  
Occupation: Bridgeview Clinical Services Manager at Luke-Dorf

Carol C Herron  
16718 SW Jordan Way  
Tigard, OR 97224  
Land Line: 503 620-4117  
Cell: 503 799-3980  
Occupation: Retired financial Planner

Donna Krauthoefer  
15680 SW Baker Ln  
Tigard, OR 97224  
971-409-6821  
Occupation: Retired Educator

Rob Watson  
17062 SW Cobblestone Dr  
Sherwood, OR 97140  
503 476-6206  
Occupation: Lieutenant/Paramedic Tualatin Valley Fire and Rescue

Sue Stephens  
P.O. Box 230250  
Portland, OR 97281  
503-313-6423  
Occupation: Career Coach, Volunteer





JUST COMPASSION  
of East Washington County

Patricia A. May  
9655 SW McKenzie St. #16  
Tigard, OR 97223  
971-770-7418  
Occupation: Advocate/Volunteer

Jacob Pflug  
16115 SW 1st #303  
Sherwood, OR 97140  
503-915-2324  
Occupation: Business Owner/Pastor

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](http://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

Letter 947

# JUST COMPASSION DAY CENTER

The Just Compassion Day Center will provide homeless adults with:

## Phase I – 1-3 days a week

- A space to gather during the day to prevent loitering around businesses
- Refuge from the elements – heat, cold, rain, etc.
- A place of relaxation and rest
- A place of positive socialization, acceptance and safety
- Restroom facilities
- Lunch and beverages
- Resource information for mental health, drug counseling, identification, medical assistance, insurance, etc.
- Clothing exchange

## Phase 2

- A part-time manager who will be on site during open hours
- A food service area to prepare food on site with volunteers having food handlers cards
- Computers available for checking emails, job research, filling out applications, etc.
- 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 resources
- Implement Housing Advocate Team: Mentorship Program to help access and maintain housing
- Housing transition classes

## Phase 3 – 4 days a week

- A mailing address so that individuals may apply for jobs, receive housing information and support payments – (a more permanent site will be necessary for this)
- Storage lockers
- Showers
- Washer and dryer to be available for laundry
- Mentorship program

## Phase 4 – 5 days a week

A full-time manager will be on site during open hours

- AA/NA meetings
- Site for PCC classes
- Schedule van for medical, dental and vision visits

## Phase 5

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

## Just Compassion Budget Explanation

The budget was developed prior to July 1, 2016 at which time the day center was only open one day a week. The \$700 designation for the shuttle was based on that one day/week opening. Since that time we have been given permission to open a second day in the week and will do so when we have a sufficient number of volunteers. In that case, the amount designated for the shuttle would increase to \$1400 with the remainder of the money used for computers and a printer.

## THE COALITION



Connected around our compassion...

Just Compassion meets from 7:30 to 9 a.m. on the first Thursday of the month at Davidson's Restaurant in Tigard to share information and resources needed to help at-risk, homeless and newly housed individuals. All are welcome! Current members are:

- Bethlehem House of Bread
- Calvin Presbyterian Church
- City of Tigard
- Jubilee Transition Homes
- Love INC Tigard
- Luke-Dorf
- Resonate Church
- Rolling Hills Community Church
- St. Anthony Catholic Church
- St. Francis Catholic Church
- St. Vincent de Paul of Tigard
- Symposium Coffee
- Tigard United Methodist Church

## GET INVOLVED



Please consider financially supporting Just Compassion. We need all the help that we can get to secure a permanent location for a day shelter. All donations are tax deductible.

We also need volunteers to operate the current day shelter.



## JUST COMPASSION OF EAST WASHINGTON COUNTY

*A community centered response to  
the needs of homeless adults.*

### CONTACT

PO 230025, Tigard, OR 97281  
[info@justcompassionwc.com](mailto:info@justcompassionwc.com)  
<http://justcompassionwc.com/>

Facebook: [www.facebook.com/JustCompassion/](http://www.facebook.com/JustCompassion/)  
Twitter: @JustCompassion1  
Instagram: @Just\_Compassion

## SHOWERS & LAUNDRY



Just Compassion sponsors Showers and Laundry Day for the homeless on the first Sunday of the month at Unity Laundromat from 1 p.m. to 3 p.m. Our goal is to be present by listening to friends talk about their lives while providing detergent and money for the laundry machines.

Volunteers prepare sandwiches to serve with coffee and water. Donated food from Trader Joes is boxed and delivered by volunteers to recently housed adults living in the area.

We provide a shuttle service to the shower facility at the United Methodist Church. Some clothing is available.

Some severe weather shelters also provide showers and laundry services.

## OPENING A DAY CENTER: A Collaborative Effort

Just Compassion operates a once a week day center for unhoused adults. The center is open year-round on Thursday from 10 a.m. to 2 p.m. at Tigard Foursquare Church. The center offers a respite for homeless individuals during the day where they have access to phones, restrooms, resting areas, wi-fi, clothing exchange, nutritious meal and resource information

We are committed to finding a permanent location for the center so we can expand the days we are open.

Outcomes we intend to achieve:

- Engage the community through education, training, and coming alongside adults experiencing homelessness in Tigard.
- Provide support and resources to those who are close to losing housing.
- Provide a space for adults to gather during the day, diverting them from loitering in business and residential spaces.
- Provide daily showering and laundry facilities to improve personal hygiene and appearance
- Reduce panhandling as a way for the homeless to obtain food and basic needs.
- Provide information on local help resources including mental health support
- Provide mailing services needed for applying for jobs, and obtaining and receiving support of all kinds.
- Provide an available resource for emergency responders and other organizations to connect the homeless with local support.

## WHO WE ARE

Just Compassion is a coalition of religious, service, civic and business organizations that have joined together to network and share resources for creating a safe and hospitable environment and a community centered response to the needs of those without homes and those living in poverty in Tigard, Tualatin and Sherwood.

Just Compassion is unique. We are not another organization trying to tackle the issue of homelessness by ourselves. We are a group of people from all different walks, faith journeys, and organizations that are on the same mission together: to help ease the pain of homelessness in our communities.



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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #7

#### Submission information

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

Submitted by Visitor (not verified)

Mon, 08/22/2016 - 5:05pm

127.0.0.1

#### 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**

This request is for \$5,000 in grant funds to help Micro Enterprise Services of Oregon (MESO) to expand its credit enhancement project into Tualatin. The goal of the project is to improve and establish credit among the vulnerable populations, who are entrepreneurial but deemed unworthy of bank credit due to circumstances, are refugees, or are needing to reestablish their credit.

**What is the Request for?**

MESO will provide financial literacy, understanding credit and financial and business planning to 100-125 individuals. The credit training will allow us to continue to encourage individuals towards becoming bankable and receiving access to capital thereby increasing ways to grow their businesses or increasing their purchasing power.



We will provide 40 individual credit building loans while providing credit and business education to at least 100 -125 individuals.

**Describe the Agency's Mission**

Micro Enterprise Services of Oregon (MESO) is a Portland, Oregon based 503(c)3 non-profit with the mission "to improve the economic opportunities of under-served individuals through empowerment, education, and entrepreneurship to benefit the greater community."

**What Group of Citizens in Tualatin Does Your Organization Target?**

MESO will serve single women who are head of households, refugee/immigrant, other minorities and people are 80% and below the median income percentage.

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

MESO will provide credit and business education, a series of 6 classes, for a total of 12 hrs, twice a year. MESO will also provide credit improvement loans and report to the three major credit bureaus. MESO's business education and financial training has been a model in successful outcomes., and we are excited to offer this to the Tualatin residents.

**How Many Tualatin Residents will be Served?**

MESO will serve between 100-125 Tualatin residents.

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

MESO's Beaverton and Portland office serves between 20-25 clients that are residents of Tualatin. This is approximately 10% of our program annually. MESO provides Matched Savings Program which provides a \$9,000 grant match, low-cost financing, business consulting and credit assistance.

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

MESO is not requesting funds from any other Government organizations at this time. MESO has received \$275,000 from Oregon Growth Board, which we will use to support Tualatin residents.

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

[budget - tualatin\\_2016.pdf](#)

**Please Submit Your Board Information**

[meso\\_board\\_of\\_directors\\_2016.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/1861>

<b>Expense</b>	<b>Calculations</b>	<b>Total Amount</b>
Project Coordinator	520hrs x 30	\$15,600
Trainer	.2 FTE @ \$54,000	\$10,800
Materials and printing	Brochures, training materials, supplies	\$1,000
40 Participant loans	20 @ \$150	\$3,000
	20 @ \$250	\$5,000
Credit Builder's Alliance (pulling credit reports) membership fee	Annual	\$2,500
<b>Total</b>		<b>\$37,900</b>

**Micro Enterprise Services of Oregon**  
**Board of Directors**

**Board Members**

1. Faye Burch, Board President –President, FM Burch and Associates  
503-735-9455  
[fayeburch@gmail.com](mailto:fayeburch@gmail.com)  
2005-present  
Skills: business leader, public policy setter, and community activist
  
2. Sheila Holden – Regional Community Manager, Pacific Power  
503-813-6232  
[Sheila.holden@pacificorp.com](mailto:Sheila.holden@pacificorp.com)  
2005-present  
Skills: community relationship management
  
3. Jeff Lang, Treasurer – President, Gales Creek Insurance Services  
503-977-5630  
[jeffreymlang@msn.com](mailto:jeffreymlang@msn.com)  
2005-present  
Skills: underwriting insurance, design, innovation and implementation
  
4. Mahendra Shah – Director of Treasury, PacifiCorp  
503-813-6452  
[Mahendra.shah@pacificorp.com](mailto:Mahendra.shah@pacificorp.com)  
2005-present  
Skills: finance, management, accounting
  
5. Lynn Knox, Secretary – State Clinical Outreach and Training Coordinator, Oregon Food Bank  
503-548-7508  
[klinkknox@comcast.net](mailto:klinkknox@comcast.net)  
2013-present  
Skills: develop and implement City wide economic opportunity initiative
  
6. Cam Turner – Principal, United Fund Advisors  
503-546-2639  
[cam@unitedfundadvisors.com](mailto:cam@unitedfundadvisors.com)  
2015-present  
Skills: mergers and acquisitions, private equity, community development

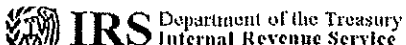
7. Alma Flores – Community Development Director, City of Milwaukie  
(503) 526-2456  
[floresa@milwaukieoregon.gov](mailto:floresa@milwaukieoregon.gov)  
2014-present  
Skills: manage economic development projects and programs
8. Brandi Webber – Owner, Imagination Station Daycare Center  
503-283-0229  
[brandi6622@msn.com](mailto:brandi6622@msn.com)  
2014-present  
Skills: small business owner, childcare provider, manager
9. Beth Cooke – Owner, Innovare Strategies NW  
(503) 720-3574  
[beth@innovaresnw.com](mailto:beth@innovaresnw.com)  
2015-present  
Skills: lobbying, government relations, public relations, executive leadership

#### **Executive Committee**

1. Faye Burch, Board Chair
2. Lynn Knox, Board Secretary
3. Jeff Lang - Treasurer

#### **Finance and Audit Committee**

1. Jeff Lang, Chair – Gales Creek Insurance Services
2. Mahendra Shah – Director of Treasury, PacifiCorp



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



018529

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.

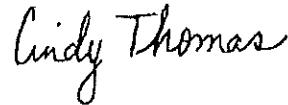
Please refer to our website [www.irs.gov/eo](http://www.irs.gov/eo) for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing 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

### 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.

#### Applicant Pool

Become a part of MESO Entrepreneur group—minimum of 6 months in business required and fit our funder's other criteria.

#### Anchors

Become another successful business owner and mentor another business.

#### Graduation

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

## 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, Classes, Networking, Mentoring, and 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](mailto:meso@mesopdx.org)  
[facebook.org/mesopdx](https://www.facebook.com/mesopdx)

4008 NE Marlin 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

economic opportunities  
diversity strong foundation  
stabilization integration  
**MESO**

empowerment education

entrepreneurship

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



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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #8

#### Submission information

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

Submitted by Visitor (not verified)

Mon, 08/22/2016 - 7:44pm

127.0.0.1

#### 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**

\$2,500

**What is the Request for?**

Operating and project expenses. In 2016, NNC grew its group of volunteer gardeners again and partnered with MITCH Charter School, providing them with grow stations capable of producing up to 800 plant starts for NNC gardeners, while giving them the capability to conduct agricultural research in the classroom. This year NNC hopes to use funding to create better growing spaces for low income families that come to us seeking a garden plot and support. We also hope to fund several small modular hoop houses for raising plant starts with MITCH and to provide the school children with season-extending growing space.

**Describe the Agency's Mission**

To strengthen communities and reduce hunger through gardening. NNC achieves this by providing free plants, seeds, and gardening instruction to home gardeners that are willing to commit to donating 20% of their produce for low income families. For low income families interested in gardening we also provide a garden space and tools. Low income families can keep all of their produce.

**What Group of Citizens in Tualatin Does Your Organization Target?**

All citizens. Most of our gardeners are home gardeners, but we also support those using community garden beds. We accept anyone willing to garden and donate. Our gardening instruction is open to anyone that wants assistance. Our produce is directed to low-income residents through the Tualatin Schoolhouse Pantry, Meals on Wheels donation shelf, or direct support to those that contact us needing help. However, the 80% that home gardeners keep is our way of encouraging all residents to eat local, fresh, nutritious produce.

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

Gardening support, seeds, and plant starts raised by MITCH. We also hope to develop better garden beds for low-income residents at one of our local businesses and construct modular hoop house (greenhouses) for MITCH students.

**How Many Tualatin Residents will be Served?**

We have just over 50 volunteer gardeners that are supported. We assist all the students at MITCH Charter School with a gardening program and education on seed starting. We have 10 low-income gardeners. The produce we donate to Tualatin Schoolhouse Pantry or Meals on Wheels supports the broader community which can be hundreds of residents.

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

About 90% of our gardeners are in Tualatin. All of our donations are given in Tualatin and MITCH Charter School is in Tualatin.

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

No other requests.

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

[2017\\_budget.docx](#)

**Please Submit Your Board Information**

[board\\_membership\\_of\\_neighbors\\_nourishing\\_communities.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/1871>

# Neighbors Nourishing Communities

## Operating Budget 2017

	(To Date*)	(Projected)
<u>Revenue</u>	<b>2016</b>	<b>2017</b>
<b>Cash (starting balance)</b>	\$ 6,107.46	\$ 2,728.00
Resident Donations (cash)	\$ 643	\$ 300
Business Donations (cash)	\$ 483	\$ 300
City of Tualatin Grant	(included starting balance)	\$ 2,500
<b>Total Cash Starting and Received</b>	\$ 7,234	\$ 5,828
<b>Donated Material</b>		
Victory Seeds (donated seeds)	\$ 500	\$ 500
Territorial Seeds (donated seeds)	\$ 600	\$ 600
New Seasons (donated seeds)	\$ 300	\$ 300
<b>Total Value of Cash and Donations</b>	\$ 8,634	\$ 7,228
<u>Expense</u>		
Oregon Business Filing	\$ 60	\$ 60
Seeds/Plants	\$ 686	\$ 900
Community Garden Space Rental and Tools for low income families	\$ 200	\$ 300
Business Supplies, Promotional Materials	\$ 1,035	\$ 800
Nursery Supplies for MITCH students	\$ 2,325	\$ 300
Greenhouse/Raised bed Projects		\$ 3,000
<b>Total Expenses</b>	\$ 4,306	\$ 5,360

## Board Membership of Neighbors Nourishing Communities as of August 18, 2015

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

## 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 #3

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Mon, 08/08/2016 - 10:20am  
127.0.0.1

#### Agency Contact Information

**Agency Name**

Rebuilding Together Washington County, Inc.

**Address**

12550 SW 3rd Street

**City**

Beaverton

**State**

Oregon

**Zip Code**

97005

**Contact Name**

Joan Goldhammer or Danielle Schira

**Contact Telephone Number**

503-644-4544

**Contact Email Address**

rtwc@aracnet.com

#### Agency Request Information

**Request**

\$3,000.00

**What is the Request for?**

Funding to be used for our Community Alliance Repair Program, which includes repair work performed on National Rebuilding Day on the last Saturday in April annually and larger repair projects completed throughout the year.

**Describe the Agency's Mission**

Together we transform the lives of low-income homeowners by improving the safety and health of their homes and revitalizing their communities.

**What Group of Citizens in Tualatin Does Your Organization Target?**

Rebuilding Together Washington County provides free home repairs and accessibility modifications to qualified low to moderate income homeowners throughout Washington County. During our most recent full fiscal year that ended on June 30, 2016 we assisted 4 low-income homeowners in Tualatin with home repairs and accessibility modifications that had a total fair market value of \$11,879.48. For one homeowner we built new, safe stairs, repaired rotted siding, painted the exterior of her home and installed grab bars, for another we unplugged drain lines, re-routed drain spouts, and mitigated flooding. For another homeowner a rotted deck was replaced allowing safe entry to, and exit from her home.

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

It is almost impossible for us to quantify the types of services we will provide in the funding request year as it depends on the applications we receive from City of Tualatin homeowners, the critical nature of the requests and our funding and volunteer resources. Typically we are asked to assist with accessibility modifications, dry rot repair, plumbing repairs, siding repair and exterior paint jobs to help manufactured homeowners avoid possible eviction if they can't maintain their homes to park standards. There are also requests for furnace and electrical repairs.

### **How Many Tualatin Residents will be Served?**

This past fiscal year we assisted 4 low income households, the previous fiscal year we assisted 2 low income households with 2 very large projects including a re-roof, dry rot repair and painting. But, as mentioned previously, we are not able to say with certainty how many Tualatin residents will be served. However, cities such as Tigard support our work each year knowing that some years we will help quite a few Tigard residents and other years, based on homeowner applications and our resources, maybe only 1 or 2.

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

We are unable to separate our program into service districts with specific percentages as we try to prioritize the urgent needs of homeowner applicants while needing to be mindful of our resources, both in funding and in skilled volunteers. Almost all of our projects are completed by volunteers, both skilled and unskilled for certain projects, working under the supervision and guidance of our part-time project manager. With the participation of a local Tualatin civic organization over the last 2 years, we are looking forward to being able to respond to homeowner needs in Tualatin again in the future.

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

City of Beaverton- \$15,000 approved

CDBG funds administered through Washington County Office of Community Development- \$10,000 app.

City of Tigard- \$2,000.00 approved

City of Hillsboro- have funded us in the amount of \$3-4k every year.

### **Agency Organizational / Financial Information**

#### **Please Submit Your Budget Information**

[3\\_year\\_budget\\_15-16\\_through\\_17-18.pdf](#)

#### **Please Submit Your Board Information**

[newest\\_2015-16\\_board\\_members.docx](#)

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

[irs\\_determination\\_letter.pdf](#)

**Other Attachments**  
[who we are-2016.doc](#)

**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/1141>



REBUILDING TOGETHER \* WASHINGTON COUNTY  
 BUDGET PLAN  
 FISCAL YEARS ENDING JUNE 30, 2016, 2017 AND 2018

Cash Revenues and Expenditures Budget

	2015 - 16 Proposed Budget	2016 - 17 Proposed Budget	2017 - 18 Proposed Budget	2014 - 15 Actual 6/18/2015
<b>Resources</b>				
<b>Beginning Balance - Available Cash Balance</b>				
Spendable Resources	\$ 17,637	\$ 42,552	\$ 62,750	\$ 21,157
Employee Benefit Reserve	675			250
<b>Total Beginning Balance</b>	<b>18,312</b>	<b>42,552</b>	<b>62,750</b>	<b>21,407</b>
<b>Contributions</b>				
Individuals	17,000	20,000	22,000	14,172
Corporations/Businesses	10,000	32,000	32,000	9,448
Churches/Associations	5,300	5,500	5,500	982
Public Agencies	33,045	23,350	23,350	24,795
Foundations/Trusts	30,000	20,000	20,000	36,315
Special Events	10,000	14,000	16,000	5,475
Miscellaneous	500	500	500	399
<b>Total Cash Contributions</b>	<b>105,845</b>	<b>115,350</b>	<b>119,350</b>	<b>91,586</b>
<b>Weatherization</b>	-	-	-	3,784
<b>DAV Projects Income</b>	75,000	50,000	50,000	11,328
<b>Fee for Service Program Income</b>	3,000	3,000	3,000	2,786
<b>TOTAL Contributions</b>	<b>183,845</b>	<b>168,350</b>	<b>172,350</b>	<b>109,484</b>
<b>Total Cash Resources Available</b>	<b>202,157</b>	<b>210,902</b>	<b>235,100</b>	<b>130,891</b>
<b>Expenditures</b>				
<b>Work Project Expenditures of Materials</b>				
Year Around Mid Size Projects	14,400	14,700	15,000	8,628
April Day Repair Projects	9,000	9,000	9,000	8,549
Small Repair/Emergency Projects	3,000	3,000	3,000	1,573
Youth Partnership	350	350	350	-
DAV Projects	25,000	15,000	15,000	7,145
Weatherization Projects	-	-	-	712
Fee for Service Project Expenses	1,250	1,250	1,250	1,201
Project Support Costs	3,500	3,600	3,700	3,198
<b>Total Work Project Expenditures</b>	<b>56,500</b>	<b>46,900</b>	<b>47,300</b>	<b>31,006</b>
<b>Personal Services &amp; Administrative Expenditures</b>				
Personal Services - Executive Director				
Salary	30,900	30,900	31,830	30,472
Health Ins Ben Set Aside	2,400	2,400	2,400	3,325
Employer Payroll Taxes	2,398	2,398	2,470	435
Payroll Service Cost		1,050	1,100	-
Personal Services - Management Trainee/Part-Time Office				
Salary	7,280	7,509	7,733	7,142
Health Ins Ben Set Aside	-	-	-	-
Employer Payroll Taxes	567	581	599	889
Payroll Service Cost	-	-	-	-
Personal Services - Project Manager				
Salary	25,025	25,771	26,545	15,782
PM Health Ins Ben Set Aside	600	600	600	1,765
Employer Payroll Taxes	1,935	1,993	2,052	960
Payroll Service Cost		1,050	1,100	-
Payroll Service Cost	2,000			1,920
Advertising Costs/Employee Hire				105
Total Organization Services and Supplies Expendi	30,000	27,000	27,000	20,062
<b>Total Personal Services &amp; Administrative Expendit</b>	<b>103,105</b>	<b>101,252</b>	<b>103,429</b>	<b>82,857</b>
<b>Total expenditures — Cash</b>	<b>159,605</b>	<b>148,152</b>	<b>150,729</b>	<b>113,863</b>
Increase / (Decrease) in Available Cash Balance	24,240	20,198	21,621	(4,379)
<b>Ending Balance — Available Cash Balance</b>	<b>\$ 42,552</b>	<b>\$ 62,750</b>	<b>\$ 84,371</b>	<b>\$ 17,028</b>

REBUILDING TOGETHER \* WASHINGTON COUNTY  
 BUDGET PLAN  
 FISCAL YEARS ENDING JUNE 30, 2016, 2017 AND 2018

**In-Kind Donated Services & Supplies - Revenue and Expenditure Budget**

	2015 - 16 Proposed Budget	2016 - 17 Proposed Budget	2017 - 18 Proposed Budget	2014 - 15 Actual 6/18/2015
<b>Resources</b>				
Value of Donated Labor, Services & Materials - W	150,000	130,000	130,000	112,323
Value of Donated Labor, Services & Materials - A	-	-	-	-
<b>TOTAL Contributions</b>	<b>150,000</b>	<b>130,000</b>	<b>130,000</b>	<b>112,323</b>
<b>Expenditures</b>				
<b>Work Project Expenditures</b>				
Value of Donated Materials, Services, Labor	150,000	130,000	130,000	112,323
<b>Total Work Project Expenditures</b>	<b>150,000</b>	<b>130,000</b>	<b>130,000</b>	<b>112,323</b>
<b>Personal Services &amp; Administrative Expenditures</b>				
Donated mat./ services/ labor	-	-	-	-
<b>Total Personal Services &amp; Administrative Expendit</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total expenditures</b>	<b>150,000</b>	<b>130,000</b>	<b>130,000</b>	<b>112,323</b>

**REBUILDING TOGETHER WASHINGTON COUNTY  
BOARD of DIRECTORS and STAFF- FISCAL YEAR 2016/2017**

08-08-05 Monica Arnett  
Former Prof. House Painter  
PO Box 853  
Cornelius, OR 97113  
C: (971) 998-6801  
[bmforever@netzero.com](mailto:bmforever@netzero.com)

4-20-15- Sonia Bhagwan – Secretary  
Strategic Project Manager,  
Providence Health & Services  
14963 NW Marguerite Ln  
Portland, OR 97229  
C: 503-995-4719  
[sbhagwan@hotmail.com](mailto:sbhagwan@hotmail.com)

11-25-13 Tim Drain - President  
Retired Building Inspector  
18690 SW Honeywood Drive  
Aloha, OR 97006  
C: (503)701-5357  
[Timryan40@frontier.com](mailto:Timryan40@frontier.com)

06-20-15 Alex Jones  
Corporate Trainer  
US Bank  
9855 SW 153rd Ave  
Beaverton OR 97007  
971-570-3323  
[alexander.jones@usbank.com](mailto:alexander.jones@usbank.com)

06-20-15 Yessenia Jones  
Branch Manager  
US Bank  
9855 SW 153rd Ave  
Beaverton OR 97007  
503-740-8572  
[Yessenia.Jones@usbank.com](mailto:Yessenia.Jones@usbank.com)  
[cy.jones409@gmail.com](mailto:cy.jones409@gmail.com)

06-22-09 Colleen Lindsay-Bradley  
6675 SW Peach Lane  
Beaverton, OR 97008  
Community Representative  
H: (503) 574-4941  
[zumacolleen@comcast.net](mailto:zumacolleen@comcast.net)

11-05-12 Richard D. Peaper  
Retired Contractor  
700 SW Brookwood Ave.  
Hillsboro, OR 97123  
H: (503) 799-9639  
[papapeaps@hotmail.com](mailto:papapeaps@hotmail.com)

02-18-13 Ted Sedler - Vice President  
Mechanical Engineer  
14655 SW Beard Road #204  
Beaverton, Or 97007  
Ph: 503-887-1845  
[TSedler@hotmail.com](mailto:TSedler@hotmail.com)

06-16-03 –Deanna Vawser - Treasurer  
Certified Public Accountant  
7024 NE Cherry Drive  
Hillsboro, OR 97124  
W: (503) 542-4619  
H: (503) 693-3978  
C: (503)-522-9554  
Work- [dvawser@pdx.edu](mailto:dvawser@pdx.edu)  
home: [davawser@frontier.com](mailto:davawser@frontier.com)

STAFF:  
Alden Potter, Project Manager  
15900 SW McCormick Hill Rd.  
Hillsboro, OR 97123  
C (503) 628-1916

Danielle Schira, Executive Director  
O: 503-644-4544  
C: 517-930-0819

[rtwc@aracnet.com](mailto:rtwc@aracnet.com)

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

DEPARTMENT OF THE TREASURY

Date:

APR 30 1998

CHRISTMAS IN APRIL WASHINGTON  
COUNTY INC  
12350 SW THIRD  
BEAVERTON, OR 97005-2881

Employer Identification Number:  
93-1120908

DLN:

17053094807018

Contact Person:

D. A. DOWNING

Contact Telephone Number:

(513) 241-5199

Our Letter Dated:

NOVEMBER 1993

Addendum Applies:

NO

Dear Applicant:

This modifies our letter of the above date in which we stated that you would be treated as an organization that is not a private foundation until the expiration of your advance ruling period.

Your exempt status under section 501(a) of the Internal Revenue Code as an organization described in section 501(c)(3) is still in effect. Based on the information you submitted, we have determined that you are not a private foundation within the meaning of section 509(a) of the Code because you are an organization of the type described in section 509(a)(1) and 170(b)(1)(A)(vi).

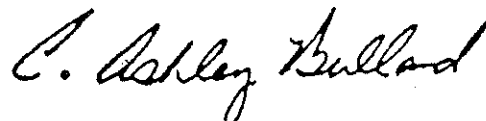
Grantors and contributors may rely on this determination unless the Internal Revenue Service publishes notice to the contrary. However, if you lose your section 509(a)(1) status, a grantor or contributor may not rely on this determination if he or she was in part responsible for, or was aware of, the act or failure to act, or the substantial or material change on the part of the organization that resulted in your loss of such status, or if he or she acquired knowledge that the Internal Revenue Service had given notice that you would no longer be classified as a section 509(a)(1) organization.

If we have indicated in the heading of this letter that an addendum applies, the addendum enclosed is an integral part of this letter.

Because this letter could help resolve any questions about your private foundation status, please keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown above.

Sincerely yours,



District Director

Letter 1050 (DO/CG)



**Washington County**

12550 SW 3<sup>rd</sup> Street  
Beaverton, OR 97005  
Phone: 503-644-4544  
Fax: 503-469-0219  
E-mail: [rtwc@TogWC.org](mailto:rtwc@TogWC.org)  
[www.togWC.org](http://www.togWC.org) Taxpayer ID #93-1120908

- **Who We Are-** We are a non-profit housing rehabilitation/preservation organization that, in partnership with the local community, repairs, rehabilitates and provides accessibility modifications for low-income homeowners, particularly the elderly, those with disabilities, families with dependent children, and veterans so that they may continue to live in warmth, safety and independence in their own homes. **We have been performing these free repairs in Washington County since 1994.**
- **What We Do-** Low-income homeowners, especially the elderly, those with disabilities, veterans, and families with dependent children often have no place to turn to when their roof begins to leak, their furnace quits working, or they need a wheelchair ramp to be able to get in and out of their home. Our goal is to assure that these people can get the housing rehabilitation and accessibility help they need. Repairs may include dry-rot repairs, painting, roof repair or replacement, plumbing and electrical repairs, yard debris removal, window and door repair or replacement, accessibility modifications and many other tasks.
- **Who We Help-** The number of low-income homeowners increases each year. Currently there are 24 million low-income homeowner households and that number is expected to increase dramatically. More and more of these homeowners are placed in the position of choosing between vital necessities such as food or medicine and a roof that does not leak. According to census figures, over 15,000 seniors living in Washington County have disabilities. It is estimated that thousands of elderly people are living in poverty level standards in Washington County and 10% of the county's population is at or below the poverty level.
- **When We Work-** Our major rehabilitation efforts culminate on National Rebuilding Day, which is always the last Saturday in April each year. On this day we repair or rehabilitate in some way between 12-35 homes that have been selected throughout Washington County. We also have a year-round Emergency Small Repair Program and a Mid-Sized Repair Program. We are always looking for volunteers for National Rebuilding Day, and throughout the year for smaller projects.

***Thank you for your continued support!***

Like us on Facebook [www.facebook.com/TogWC](http://www.facebook.com/TogWC) & follow us on Twitter @RebuildingTogWC

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #11

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Thu, 08/25/2016 - 1:58pm  
127.0.0.1

#### Agency Contact Information

**Agency Name**

Sexual Assault Resource Center

**Address**

4900 SW Griffith Drive

**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 general operating expenses. This particular proposal would help to cover the prorated cost of the Executive Director's salary ensuring effective oversight of our 24-hour crisis support services.

**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 Crisis 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 clinical support groups offering participants education, coping skills, validation and new choices to continue their recovery process which include 1) adult women and adolescent girls, 2) friends and family, 3) intimacy post assault, 4) coping skills for those who are waiting for individual counseling, and 5) a professional development group for other clinicians

who are learning more about working with sexual assault survivors.

#### 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.

#### **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. 2015 Census data tells us there is a population of 13,577 females in Tualatin. Statistically .85% or 116 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 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\\_budget.xls](#)

##### **Please Submit Your Board Information**

[2016\\_bod.doc](#)

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

[lod.pdf](#)

##### **Other Attachments**



**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/2041>

2016 / 2017 Budget		\$9,839	\$151,000	#####	\$133,886	\$132,668	\$54,416	#####	\$77,400	\$53,206	\$50,311	\$22,563	\$22,978	\$47,172	\$59,987	\$24,709	\$40,000	\$4,385	\$15,000	\$34,670	\$8,552	
Weston	PDX	Multico	LS/AS	AFC	RYSE	EE	Private	VOCA B	VOCA X	RPE	AC	BE	CG	LD	EELD	RL	MM	JRG	SVSO	Lamb	City	
Weston	AH/MB/K	LS/AS	RYSE	AFC	RYSE	EE	Private	VOCA B	VOCA X	RPE	AC	BE	CG	LD	EELD	RL	MM	JRG	SVSO	Lamb	City	
Executive Director	\$1,919	\$12,300		\$12,171	\$3,533	\$3,159	\$1,089	\$4,448		\$4,448		\$8,098			\$12,720	\$4,500					\$3,121	\$2,011
General Case	\$1,003				\$2,153							\$31,200			\$12,000							\$6,000
Case Mgr													\$17,160									
Latina Case Mgr.																						
Prevention Mgr.																						
Prevention																						
Crisis Resp. Mgr	\$1,123				\$10,629		\$14,335													\$15,000		
Volunteer Prog.	\$1,082																					
CSEC Prog. Mgr.			\$54,000																			
CSEC Case Mgr.			\$31,200																			
CSEC Case Mgr.			\$31,200																			
CSEC Case Mgr.	\$936																					
CSEC Case Mgr.			\$11,826																			
RYSE Coord.				\$40,000			\$853														\$17,500	
RYSE Case Mgr.				\$35,000																		
RYSE Case Mgr.	\$993																					
MH Prog. Mgr.	\$1,518																					
MH Therapist	\$759						\$689															
SG Coord.	\$506																					
Bookkeeper	\$11,756																					
Back Up	\$48,120																					
Benefits																						
	\$123,044		\$19,937	\$16,788	\$10,372	\$4,118	\$8,514			\$9,254	\$8,112	\$4,118	\$4,258	\$1,200	\$8,588						\$4,259	\$123,044
Staff Development																						
Training	\$17,808			\$1,200	\$1,250		\$5,445	\$8,950		\$138		\$825										\$0
Travel	\$16,345		\$1,572	\$5,387	\$1,000		\$345			\$416		\$1,200										\$17,808
Recognition	\$3,400				\$2,000		\$1,400															\$16,345
Recruitment	\$950				\$800		\$150															\$3,400
Memberships/Fee	\$9,070				\$1,300		\$1,320	\$6,000							\$450							\$950
Utilities and																						\$0
Client Assistance	\$38,504		\$4,965	\$16,580	\$2,011		\$2,698	\$8,950														\$0
Rent	\$7,090			\$3,900	\$21,600		\$4,672	\$2,618							\$13,200	\$800						\$38,504
Answering Service	\$8,900				\$3,000																	\$7,090
Cell Phones	\$15,181		\$1,560	\$1,560	\$4,980		\$876	\$300	\$438					\$1,320	\$800							\$8,900
Center Phones	\$5,880				\$4,500		\$900															\$15,181
Crisis Line	\$3,333																					\$5,880
Language Bank	\$1,285												\$1,285									\$3,333
Security System	\$372																					\$1,285
Internet	\$2,189																					\$372
Office Supplies	\$16,982			\$1,300	\$1,500	\$622	\$1,567	\$4,954														\$2,189
Capital Outlay	\$3,500				\$3,500		\$6,298	\$1,440							\$840							\$16,982
Technology	\$31,250						\$4,000	\$27,250														\$3,500
Copier	\$10,800						\$6,675	\$635							\$1,440							\$31,250
Insurance	\$5,790				\$2,050		\$2,304	\$4,899														\$10,800
Printing	\$7,203				\$5,790		\$2,304	\$4,899														\$5,790
Postage	\$3,281				\$6,300		\$2,300	\$981														\$7,203
Accounting	\$9,000						\$2,300	\$981														\$3,281
Food	\$2,020						\$1,570								\$2,700							\$9,000
															\$450							\$2,020
	\$1,173,540	\$9,839	\$151,000	\$113,234	\$133,886	\$132,668	\$54,416	#####	\$77,400	\$53,206	\$50,311	\$22,563	\$22,978	\$47,172	\$59,987	\$24,709	\$40,000	\$4,385	\$15,000	\$34,670	\$8,552	

Board of Directors 2016

<i>Member</i>	<i>Contact Info</i>	<i>Dates of Service</i>	<i>Board Position</i>	<i>Profession</i>
Debra Dority, JD	3081 NW Overlook Drive, #318 Hillsboro, OR 97214 503-640-4115	Fall 2011 to Present	Governance Committee	Oregon Law Center Attorney
Sunyi Kim	2946 SE Franklin Street Portland, OR 97202 503-577-4070	November 2013 to Present	Secretary Development Committee	Emerge Interactive Project Manager
Deanna Seibold, MA	2451 SE Yamhill Street Portland, OR 97214 503-475-2653	November 2013 to Present	Chair Development Committee	Capitol One Program Manager
Pilar Vasquez	2111 NE 25 <sup>th</sup> Avenue Hillsboro, OR 97124 503-696-8080	September 2014 to Present	Governance Committee	Intel Human Resources
Sarieah MacDonald, MN, NMNP, CNM	1020 SW Taylor Street, #330 Portland, OR 97205 503-287-4970	September 2014 to Present	Vice Chair Governance Committee	Nature Cures Clinic Nurse Practitioner Nurse Mid Wife
Lisa Wible	6145 SE Malden Street Portland, OR 97206 503-255-2217	September 2014 to Present	Finance Committee	Financial Advisor Ameriprise Financial
Monica Santoyo, MBA	14101 Redwood Ct. Lake Oswego, OR 97034 503.544.4528	August 2015 to Present	Finance Committee	Infused Consulting, LLC Principal Financial Consultant
Kelly Lusk, JD	7420 SW Pointer Road Portland, OR 97225 503-334-5816	March 2016 to Present	Development Committee	Marger Johnson Intellectual Property Law
Austin Batalden, JD	1000 SW Broadway, # 1810 Portland, OR 97205 503-9531032	March 2016 to Present	Governance Committee	McKinley Irvin Family Law

**Internal Revenue Service**

**Department of the Treasury**

**P. O. Box 2508  
Cincinnati, OH 45201**

**Date:** July 11, 2002

**Person to Contact:**  
Pat Mahan 31-04019  
Customer Service Representative

Sexual Assault Resource Center  
9450 SW Barnes Rd Ste 240  
Portland, OR 97225

**Toll Free Telephone Number:**  
8:00 a.m. to 6:30 p.m. EST  
877-829-5500

**Fax Number:**  
513-263-3756

**Federal Identification Number:**  
93-0800739

Dear Sir or Madam:

This is in response to the amendment to your organization's Articles of Incorporation filed with the state on September 11, 2001. We have updated our records to reflect the name change as indicated above.

Our records indicate that a determination letter issued in May 1991 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its 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.

Sexual Assault Resource Center  
93-0800739

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

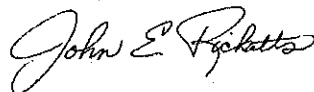
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your organization's exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

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

This letter affirms your organization's exempt status.

Sincerely,



John E. Ricketts, Director, TE/GE  
Customer Account Services

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #2

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Mon, 08/01/2016 - 11:31am  
66.195.46.194

#### 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**

Dardie Robinson

**Contact Telephone Number**

503-219-3815

**Contact Email Address**

[drobinson@cosgravelaw.com](mailto:drobinson@cosgravelaw.com)

#### Agency Request Information

**Request**

\$3,000 to help us fund three small dental free clinics and one large free dental clinic for low income uninsured residents of all ages in the Tigard Tualatin School District.

**What is the Request for?**

To provide equipment and supplies for the dental clinics for low income, uninsured guests of the Tigard Tualatin Compassion Clinic.

**Describe the Agency's Mission**

We provide dental, medical and social service care to low income uninsured residents in the Tigard Tualatin School District. We are in the process of adding three or four smaller in-depth clinics for residents needing additional care. These in-depth clinics will be on an appointment

basis at Clackamas Community College, one Saturday every three months, for patients identified through the large, first come-first served clinic at Tigard High School

**What Group of Citizens in Tualatin Does Your Organization Target?**

Low income, uninsured of all ages, ethnic backgrounds, without regard to race, creed, or sexual orientation.

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

Dental hygiene, extractions, fillings/restorations, along with a few partial bridges and root canals.

**How Many Tualatin Residents will be Served?**

At the large clinic we serve between 240 to 295 depending on the number of volunteers and the types of needs presented by the patient. At the quarterly appointment-only clinics we intend to offer more in-depth services (quadrant dentistry) to 40 or 50 patients, depending on the services needed and the time required to care for them. The potential exists to serve up to 500 dental patients over the course of the year, in addition to the vision appointments (with glasses), medical care and access to social service agencies at the large clinic.

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

Our clinics are publicized to residents of the Tigard Tualatin School District area through the school district. We do not turn away low income uninsured patients who may be homeless and outside of the school district boundaries who are willing to stand in line. Accordingly a small percentage may be from outside the boundaries, but the vast majority of patients are from the Tigard Tualatin School District.

**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**

[compassion\\_dental\\_basic\\_organizational\\_2015\\_budget.docx](#)

**Please Submit Your Board Information**

[compassion\\_connect\\_board\\_of\\_directors.docx](#)

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

[compassion\\_w9.pdf](#)

**Other Attachments**

[compassion\\_2016\\_full\\_size\\_clinic\\_fliers.pdf](#)

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/997>

# Compassion Connect

UNITING TO SERVE. JOHN 17:23

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Compassion Connect Basic Organizational 2015-16 Budget

**Income**

Compassion Clinic Contributions \$ 35,000

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**Expenses:**

Compassion Clinic Expenses: \$33,900

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# 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.

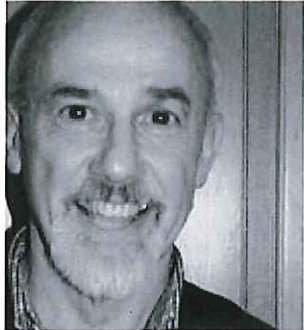


**Chuck Bomar**

## **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.

## Request for Taxpayer Identification Number and Certification

**Give Form to the  
 requester. Do not  
 send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) <b>Compassion Connect Inc.</b>	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification: <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <input type="checkbox"/> Other (see instructions) ▶ _____	
	<input checked="" type="checkbox"/> Exempt payee	
	Address (number, street, and apt. or suite no.) <b>12135 Lincoln</b>	Requester's name and address (optional)
City, state, and ZIP code <b>Portland OR 97216</b>		
List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

<b>Social security number</b>	
<b>Employer identification number</b>	

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

<b>Sign Here</b>	Signature of U.S. person ▶	Date ▶ <b>12-31-2012</b>
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

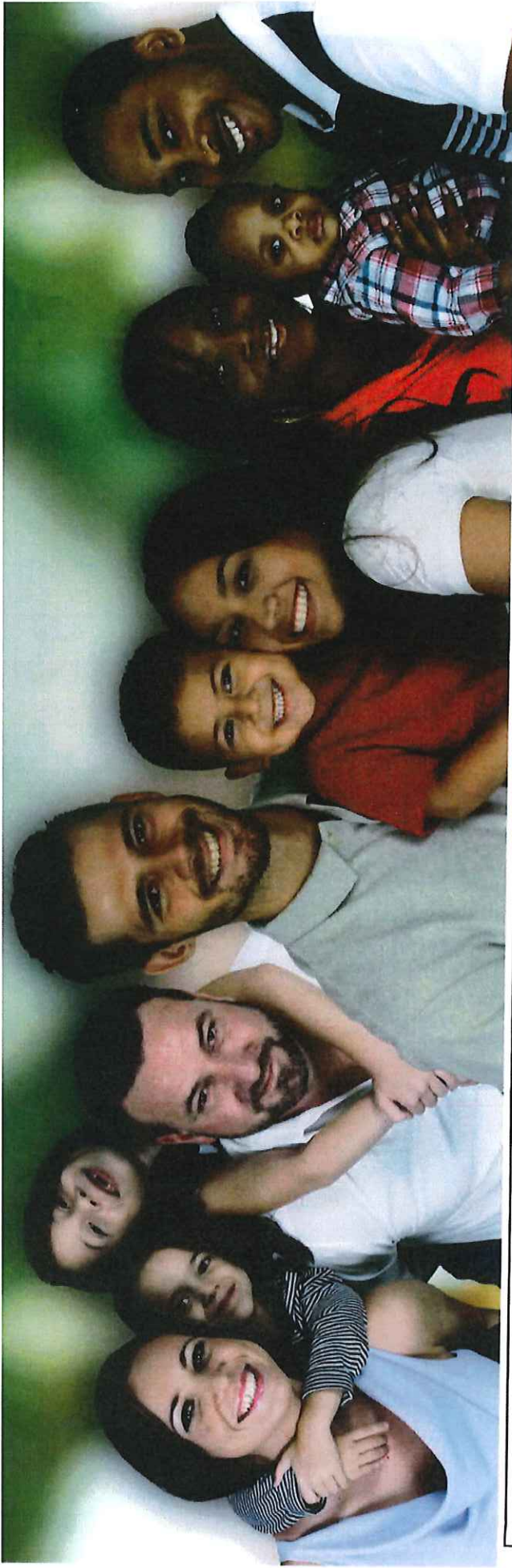
1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.



# Free Health Clinic

medical

dental

vision

haircuts

foot care

**childcare provided. free lunch served. se habla español**

**Tigard High School**  
9000 SW Durham Rd

**Saturday, April 2nd**  
8:00AM - 2:00PM

LIMITED TIME SLOTS AVAILABLE  
FIRST COME WILL BE FIRST SERVED

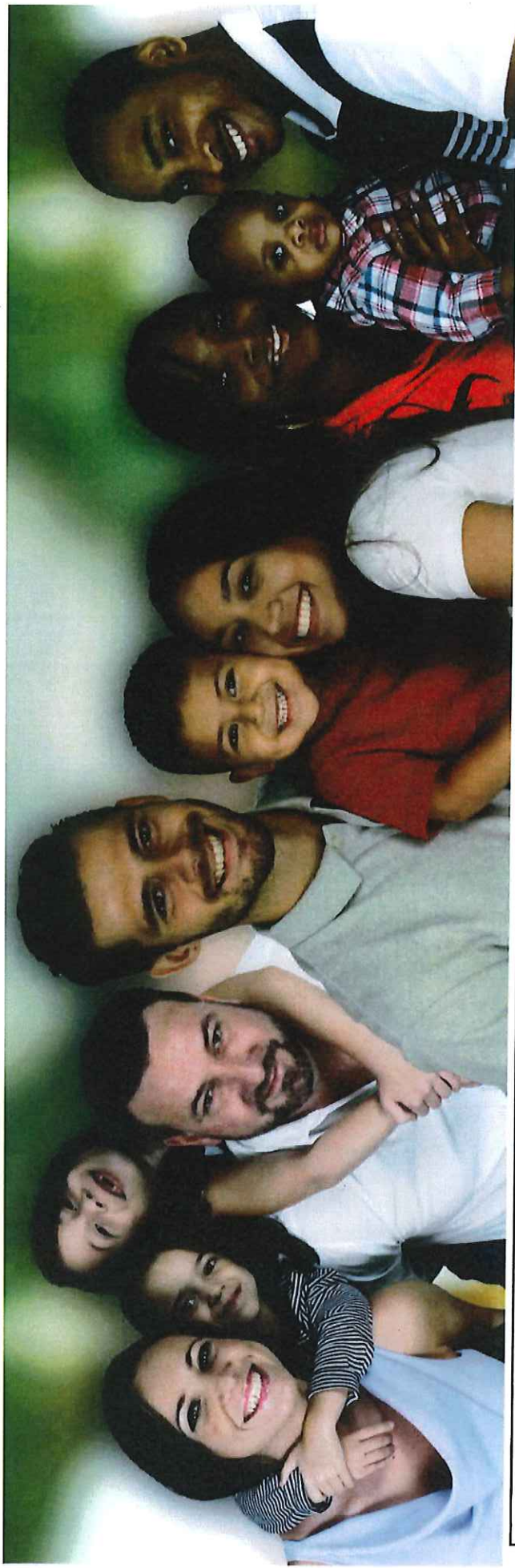
For more info: (503) 893-4998

**COMPASSIONTIGARD.COM**



hosted by Compassion Connect in collaboration  
with the Tigard-Tualatin School District





# Clínica de Salud Gratuita

cuidado médico dental

de visión

cortes de pelo

podología

**cuidado de niños. almuerzo gratis. se habla español**

**Tigard High School**  
9000 SW Durham Rd

**El Sábado 2 de Abril**  
8:00AM - 2:00PM

hay cupo limitado

las citas se asignarán por orden de llegada

Para más información: (503) 893-4998

**COMPASSIONTIGARD.COM**



Organizado por Compassion Connect en  
asociación con el Distrito Escolar de Tigard-Tualatin

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #1

#### Submission information

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

Submitted by Visitor (not verified)

Tue, 07/26/2016 - 2:09pm

66.154.210.120

#### Agency Contact Information

**Agency Name**

Tigard-Tualatin Family Resource Center

**Address**

9000 SW Durham Road #716

**City**

Tigard

**State**

Oregon

**Zip Code**

97224

**Contact Name**

Catherine West

**Contact Telephone Number**

5036031585

**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, gas and food vouchers, bus tickets, printing of Community Resource Guide, 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 families and 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, 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.

In school year 2015-16, center staff helped to coordinate churches and civic groups that sponsored over 1,000 families who received holiday help including food and toys for over 2,400 children. The center will assist in holiday coordination efforts again next school year. Coordination of Medical Teams International mobile dental clinics will continue so that children without dental insurance have access to care. 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 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 Washington County Department of Health and Human Services will continue to fund a full time Family Resource Manager located at the center for a third year and on an ongoing basis. 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 coordinate 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.

For a third year, 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. For a second year, a social work intern from Concordia University will be out-stationed at the resource center two days a week providing supports to homeless families and supporting the center in other ways.

**How Many Tualatin Residents will be Served?**

An estimated 800 Tualatin families will be served.



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

Approximately 40% 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: \$80,869

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

[project\\_resource\\_.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**

Source URL: <https://www.tualatinoregon.gov/node/13520/submission/980>

**Tigard-Tualatin Family Resource Center Budget 2015-2016**

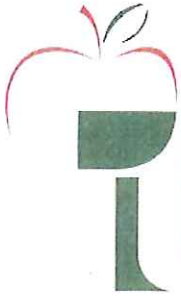
<b>Major Revenue Sources</b>	<b>Beginning Balance</b>	<b>Major Expenditure Categories</b>	<b>Ending Balance</b>
Tigard-Tualatin School District	\$78,605	Social Services Facilitator (SSF) 0.75 FTE Fringe Roll-Up	\$45,081 \$33,524
City of Tualatin (Grant & Donate a Dollar Program)	\$5,206	Scholarships Extracurricular Activities, Copays Mental Health Care, Holiday Help, Hygiene Items, Diapers, Food Vouchers, Bus Tickets, Computer, Printing of Community Resource Guide, Office Supplies	\$10,467
City of Tigard	\$6,500		
Kaiser Permanente	\$12,000	Receptionist 0.75 FTE	\$21,176
Tigard-Tualatin School District	\$29,964	Fringe Roll-up	\$22,027
<b>Total:</b>	<b>\$53,670</b>	<b>Total:</b>	<b>\$53,670</b>
Washington County Department of Health & Human Services		FTE October-January, 1.0 FTE February-June Fringe Roll-Up	\$41,605 \$30,184
		Indirect Charge	\$1,789
		Vroom Marketing Materials, Mileage, Cellphone	\$3,635
	\$77,213	<b>Total:</b>	<b>\$77,213</b>
Tigard-Tualatin School District In-Kind Contribution Estimated Value	\$49,788	Space, Custodial, Administrative, Technical Support	\$0
Lam Research	\$30,016	Holiday Sponsorships, Scholarships Extracurricular Activities, Extended Hours, Copays Mental Health Care, Basic Needs Assistance such as Bus Tickets, Gas & Food Vouchers, Furniture Access Fees, Hygiene Items, Diapers	\$1,835 earmarked scholarships
Community Donations (Cash)	\$1,342	Holiday Help	\$0
Spanish Classes	\$2,470	Staff Hours to Teach Class	\$0
Community Donations In-Kind Estimated Value	\$38,934	Hygiene Products, Food, Clothing, Books, Household Goods, Toys	\$0
<b>Total Financial Revenue</b>	<b>\$243,316</b>		<b>\$1,835</b>
Total In-Kind Revenue	\$88,722		\$0
Total Financial & In-kind	\$332,038		\$0

**Tigard-Tualatin Family Resource Center Proposed Budget 2016-2017**

<b>Major Revenue Sources</b>	<b>Beginning Balance</b>	<b>Major Expenditure Categories</b>	<b>Ending Balance</b>
Tigard-Tualatin School District	\$80,454	Social Services Facilitator (SSF) 0.75 FTE Fringe Roll-Up	\$45,757 \$34,697
City of Tigard	\$6,500	Scholarships Extracurricular Activities, Copays Mental Health Care, Holiday Help, Hygiene Items, Diapers, Gas & Food Vouchers, Bus Tickets, Printing of Community Resource Guide, Office Supplies	\$10,500
City of Tualatin	\$4,000		
<b>Total:</b>	<b>\$10,500</b>		
Kaiser Permanente	\$12,000	Office Supplies	\$500
		Receptionist 0.75 FTE	\$21,494
Tigard-Tualatin School District	\$32,792	Fringe Roll-up	\$22,798
<b>Total:</b>	<b>\$44,792</b>	<b>Total:</b>	<b>\$44,792</b>
Washington County Department of Health & Human Services		Family Resource Manager 1.0 FTE	\$42,229
		Fringe Roll-Up	\$31,240
		Indirect Charge	\$1,800
		Mileage, Cell phone, parenting classes	\$5,600
	\$80,869	<b>Total:</b>	<b>\$80,869</b>
Tigard-Tualatin School District In-Kind Contribution Estimated Value	\$49,788	Space, Custodial, Administrative, Technical Support	\$0
<b>Total Financial Revenue</b>	<b>\$216,615</b>		<b>\$0</b>
Total In-Kind Revenue	\$49,788		\$0
Total Financial & In-kind	\$266,403		\$0

**Tigard-Tualatin Family Resource Center  
Steering Committee 2016-17**

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



**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**

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

[Home](#) > [Outside Agency Funding Request Form](#) > [Webform results](#) > Submission #12

#### Submission information

Form: [Outside Agency Funding Request Form](#)  
Submitted by Visitor (not verified)  
Thu, 08/25/2016 - 4:35pm  
127.0.0.1

#### 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](mailto:tracy@schoolhousepantry.org)

#### Agency Request Information

**Request**

We could really use an appreciate a grant for \$3000 to assist in purchasing essential food items which are difficult and thus rarely donated to our emergency food pantry.

**What is the Request for?**

Financial donations enable us to purchase items such as milk, meat & eggs. Refrigerated & frozen items are rarely donated since they can not be donated into a barrel that we pick up weeks later. We do buy milk, meat & eggs weekly to make sure that every family coming into our pantry received these essentials. Families receive a 5-7 day supply of emergency food once per calendar month. Only requirements to receive emergency food is a proof of address that they are from our service area and the courage to ask for help.

**Describe the Agency's Mission**

The mission of Tualatin Schoolhouse Pantry is to provide emergency food to qualified households in a welcoming environment. As a part of the Oregon Food Bank, we also share in their mission to eliminate hunger and its root causes because we believe that no one should go hungry. We operate with a volunteer staff that is dedicated to serving others..

**What Group of Citizens in Tualatin Does Your Organization Target?**

We target anyone who has a lack of food for any reason. Reasons might be medical, dental, car expense, lack of employment, under employment, disability, refugee and more. We see many immigrants, refugees, seniors, disabled, homeless, families, transgender and more. We are proud to offer a welcoming environment to all, not discriminating for any reason. The only thing we require to receive assistance is a proof of address which is waived if they are currently homeless or in transition.

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

Families receive a 5-7 day emergency supplies of food. We (if available) provide hygiene items such as laundry detergent, bar soap, shampoo and toilet paper. We also provide a limited number of diapers as well as pet food. As part of our healthy pantry initiative (started in 2014) we also now have an entire isle dedicated to fresh produce as well as a once a month produce event on the 4th Saturday. In 2015 we dispersed 820,634 pounds of emergency food to families in need in our local community!

We also host the Medical teams International Mobile Dental Van thanks to a generous grant from the Tualatin Rotary twice per month.

**How Many Tualatin Residents will be Served?**

We eagerly gave out 6,959 emergency food boxes in 2015. On average, we served 580 families each month not counting our monthly produce event which is in addition to their regular food box. In 2015 we served 735 families with a proof of address of Tualatin and around 125 different homeless clients.

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

61.5% of our clients showed a proof of address from Tualatin, Another 10.5% were homeless or in transition without a permanent address. Our other clients are from Lake Oswego, West Linn & Wilsonville.

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

We do typically receive a grant from Washington County as well.

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

[2016\\_budget\\_010116.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**

[tshfp\\_with\\_bleeds\\_comp4.pdf](#)

**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/2051>



TSHP Operating Budget

	2015 BUDGET	2015 ACTUAL	2015 Act/Bud %	2016 Budget
<b>INCOME</b>				
<b>CONTRIBUTIONS</b>				
Individual Contributions (4010)	\$65,000	\$63,287	97.36%	\$65,000
Business Contributions (4012)	\$35,000	\$37,716	107.76%	\$40,000
Svc Org Contributions (4014)	\$1,800	\$1,150	63.89%	\$1,800
Religious Org Contributions (4018)	\$5,000	\$5,326	106.52%	\$6,000
Local Govt Contributions (4020)	\$500	\$1,206	241.20%	\$1,000
School Org Contributions (4016)	\$8,500	\$7,097	83.49%	\$7,000
Thanksgiving meat contributions	\$1,000	\$5,750	575.00%	\$2,000
<b>GRANTS</b>				
City of Tualatin (4540)	\$2,500	\$3,000	120.00%	\$3,000
via Oregon Food Bank	\$3,000	\$3,343	111.43%	\$3,500
Rotary (dental van)	\$5,000	\$6,000	120.00%	\$5,000
Other grants	\$2,000	\$4,406	220.30%	\$6,000
<b>OTHER INCOME</b>				
From reserves	\$8,000	\$0	0.00%	\$5,000
<b>TOTAL INCOME</b>	<b>\$132,300</b>	<b>\$132,281</b>	<b>99.99%</b>	<b>\$140,300</b>
<b>EXPENSE</b>				
<b>Food and Services for Clients</b>				
Fresh milk (8114)	\$24,000	\$19,962	83.18%	\$21,000
OFB Food Share Costs (8112) + ofb grants	\$30,000	\$28,723	95.74%	\$30,000
Eggs (8115)	\$1,000	\$1,793	179.30%	\$1,800
Sugar (8121)	\$3,000	\$3,191	106.37%	\$3,000
Chicken (8133)	\$1,000	\$250	25.00%	\$500
Other food (8116)	\$2,500	\$2,815	112.60%	\$2,500
Holiday turkey give-a-way (8117)	\$5,000	\$3,548	70.96%	\$4,500
Diapers (8113)	\$3,700	\$2,627	71.00%	\$3,000
Laundry detergent	\$2,000	\$1,279	63.95%	\$1,800
Other non food items for clients (8120)	\$1,000	\$861	86.07%	\$1,000
Toilet tissue	\$2,500	\$2,784	111.36%	\$2,500
Birthday in a Bag (3150 + 8127)	\$2,500	\$1,689	67.56%	\$2,000
Dental van fee frm reserve (3140)	\$6,000	\$6,460	107.67%	\$6,000
Dental van fee (8126)	\$1,000	\$0	n/a	\$0
<b>Operating Expenses</b>				
Pantry supplies (8110)	\$2,500	\$2,422	96.88%	\$2,500
Pantry fixtures/equipment (8155 + 8160)	\$1,000	\$506	50.60%	\$12,000
Office supplies (8111)	\$600	\$563	93.83%	\$600
IT Equipment & licenses (8165 + 8166)	\$2,000	\$4,956	247.80%	\$3,800
Bottle Water Service (8118)	\$600	\$463	77.17%	\$600
Telephone and internet fees (8130)	\$800	\$813	101.63%	\$800
<b>Occupancy Expenses</b>				

TSHP Operating Budget

	2015 BUDGET	2015 ACTUAL	2015 Act/Bud %	2016 Budget
44 Building Lease / Improvements (8210+8156)	\$6,000	\$7,500	125.00%	\$6,000
45 Personnel / Volunteer Expense				
46 Volunteer expense (8122 + 8123)	\$100	\$0	0.00%	\$100
47 Staff salary (7220 + 7251)	\$26,000	\$21,776	83.75%	\$26,000
48 Payroll expenses (7244 + 7250)	\$5,000	\$3,862	77.25%	\$5,000
49 Volunteer Event (8545)	\$1,500	\$1,365	91.00%	\$1,500
50 Adminstrative Expenses				
51 Insurance (8520)	\$3,200	\$3,176	99.25%	\$3,500
52 Marketing & promotion (8570 + 8320)	\$500	\$0	0.00%	\$500
53 Postage and mailing costs (8140)	\$500	\$426	85.20%	\$500
54 Printing and copying (8170)	\$800	\$929	116.13%	\$800
55 Board expense (8191 + 8670)	\$500	\$1,259	251.85%	\$1,000
56 Fund Raising Expense (7510)	\$500	\$0	0.00%	\$500
57 Subscriptions/Mbrshps (7540 + 8530)	\$500	\$225	45.00%	\$500
58 Other Expenses				
59 Other expense (8167 + 8192 + 8124)	\$500	\$410	82.00%	\$500
60 TOTAL EXPENSE	\$132,300	\$120,173	90.83%	\$140,300
61 NET INCOME Actual	\$0	\$12,108		\$0

Board of Directors - Tualatin School House Pantry

Director	email / street address	home	cell	business
Arlene Hornschuch (Retired)	<a href="mailto:a.hornshu@gte.net">a.hornshu@gte.net</a> 9610 SW Killarney Ln, Tualatin, OR 97062	503-692-1202	503-502-7068	
Jim Ruiz (Insurance)	<a href="mailto:JRuiz@millersince1886.com">JRuiz@millersince1886.com</a> 8100 SW Nyberg St, Ste 295, Tualatin, OR 97062		971-998-7814	503 692-6580 x1006
Duane McCreery (Insurance)	<a href="mailto:dmcCreery17@yahoo.com">dmcCreery17@yahoo.com</a> 1307 Hemlock St, Lake Oswego, OR 97034		503-267-4495	
Faith Carter (Church Leader)	<a href="mailto:faith.carter@rollinghills.org">faith.carter@rollinghills.org</a> 3550 SW Borland Rd, Tualatin, OR 97062		503-407-0471	503-638-5300
Linda Moholt (CEO Chamber)	<a href="mailto:Lindamoholt@msn.com">Lindamoholt@msn.com</a> 19181 SW 55th CT, Tualatin, OR 97062	503-692-9621	503-869-0901	503 692-0780
Diane Bonica (Teacher)	<a href="mailto:dbonica@gmail.com">dbonica@gmail.com</a> 19100 SW 51st Ave, Tualatin, OR 97062	503 692-2873	971-570-0771	
Mike Shiffer (Retired)	<a href="mailto:mike.shiffer@frontier.com">mike.shiffer@frontier.com</a> 9563 SW Siuslaw Ln, Tualatin, OR 97062	503-692-3405	503-349-2358	
Evan Marx (Student)	<a href="mailto:evanmarx1@gmail.com">evanmarx1@gmail.com</a> 22496 SW 106th Ave, Tualatin, OR 97062	503-454-0757	503-421-4319	
Katie McKenzie (HR)	<a href="mailto:kmckenzie@cui.com">kmckenzie@cui.com</a> 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)

## Hours of Operation

**Monday:** 3:00 PM to 8:00 PM

**Wednesday:** 10:00 AM to 3:00 PM

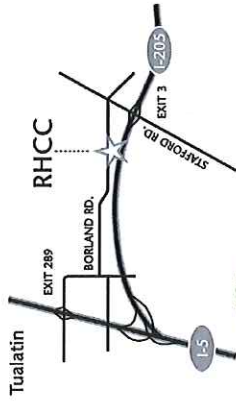
**Friday:** 10:00 AM to 3:00 PM

Our Food Pantry is a shopping style pantry where clients are able to choose their own food based on family size and supply.



Tualatin School House Food Pantry is a member of Washington County Oregon Food Bank, and we are an equal opportunity provider.

*Our Doors are Open!*



3550 SW Borland Rd  
Tualatin, OR 97062  
503-638-5900  
[www.rollinghills.org](http://www.rollinghills.org)

**From I-5:** Take Exit 289 and turn onto Nyberg Street (right from I-5 North, left from I-5 South), then continue on 65th Avenue, turn left on Borland Road and continue to Rolling Hills Community Church on the right. The Tualatin School House Pantry is located on the lower level on the East side of the building.

The Tualatin School House Pantry is an independent not for profit organization leasing space from Rolling Hills Community Church.

## **Mail Donations To:**

Tualatin School House Food Pantry

PO Box 248

Tualatin, Oregon 97062

## **Or Give Online At:**

[www.schoolhousepantry.org](http://www.schoolhousepantry.org)

Tax ID: 20-2253741

# Tualatin School House Pantry



## **Street Address:**

3550 SW Borland Road  
Tualatin, Oregon 97062

## **Mailing Address:**

PO Box 248  
Tualatin, OR 97062

**Phone:** (503)783-0721

**Fax:** (503)210-0361

[pantry@schoolhousepantry.org](mailto:pantry@schoolhousepantry.org)

[www.schoolhousepantry.org](http://www.schoolhousepantry.org)

## Tualatin School House Food Pantry's Mission

The mission of Tualatin School House Pantry is to provide emergency food to qualified households in a welcoming environment.

As a part of the Oregon Food Bank, we share in the mission to eliminate hunger and its root causes... because no one should go hungry.

Tualatin School House Food Pantry serves residents in Tualatin, Durham, West Linn & Lake Oswego.

The Pantry tries to provide 5-7 days worth of emergency food and personal supplies, once per month.

No appointment is necessary. We ask that our customers bring identification or other method of address verification when visiting the Pantry.

### Additional Services

Additional services provided by Tualatin School House Food Pantry include:

Dental Clinics are now being offered once a month in partnership with Medical Teams International.

For more information regarding these services please call (503) 783-0361 or inquire via e-mail:

[pantry@schoolhousepantry.org](mailto:pantry@schoolhousepantry.org)



The Tualatin School House Pantry is a non-profit organization providing food to over 450 families each month in the Tualatin, Lake Oswego, Durham & West Linn area. Our supplies and expenses are provided & paid for by individual donors, churches, businesses & the Oregon Food Bank. With over 200,000 pounds of food donated last year and the generous financial donations given, we are able to meet the increased need. The Pantry is now open for 5 hours a day Monday, Wednesday & Friday. You have the chance to be a part of something that is truly making a difference in the lives of those in need right here in your own community. Let's get involved!

### Volunteer Opportunities

We are currently in need of volunteers to help with the following duties:

- Shopping with clients
- Packaging food
- Sorting & stocking shelves
- Pick-up & delivery drivers
- Special Events
- Create Your Own!

For a more complete list of volunteer opportunities or more information on those listed here, please inquire at:

[tracy@schoolhousepantry.org](mailto:tracy@schoolhousepantry.org)

### Giving Opportunities:

There are several ways you can give to Tualatin School House Pantry and be a part of eliminating hunger:

#### Give Food & Hygiene Items to the Pantry:

Our most needed items are usually canned vegetables, canned beans, cold cereal, dried rice & beans, cooking oil, flour & sugar and hygiene items such as shampoo/toothpaste/toothbrushes/soap or powdered laundry detergent. Contact the Pantry for help on setting up a special project or food drive to benefit the Pantry. Donations are accepted during pantry hours. Call if you need to arrange a pick-up of a donation.

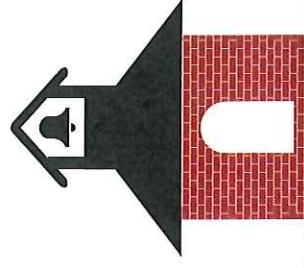
#### Give Financial Contributions:

These donations pay for things such as our rent, buys packaging materials for the food that we have to bag or repackaging, milk and other missing items that have not been donated. Donations can be mailed to the Pantry and are also accepted via credit/Debit or PayPal through the Pantry web site at:

[www.schoolhousepantry.org](http://www.schoolhousepantry.org)

#### Spread the Word:

You can do a lot in just spreading the word to others, either to those looking to donate or to those needing assistance!





# STAFF REPORT

## CITY OF TUALATIN

**City Council Work Session**

**Meeting Date:** 09/12/2016

**Subject:** Proclamation Request- National  
Red Ribbon Week, October  
23-31, 2016

**Through:** Sherilyn Lombos, Administration

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Request

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# CITY OF TUALATIN

APPLICATION TO REQUEST A PROCLAMATION  
18880 SW MARTINAZZI AVE • TUALATIN, OR 97062  
PHONE 503.691.3011

Requests for City Proclamations should be submitted four weeks prior to the requested Council Meeting date. The City Council meets the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month unless otherwise noted. For specific meeting dates, please visit the City of Tualatin website at [www.tualatinoregon.gov](http://www.tualatinoregon.gov).

**Topic & Purpose of Proclamation:**

National Red Ribbon Week

**Individual, Agency, or Organization Sponsoring the Proclamation:**

Tualatin Together - Stand Up Tualatin

**Local Resident Attending Council Meeting to Receive Proclamation:**

StandUp Team leaders from Tualatin High School  
Name \_\_\_\_\_ Phone \_\_\_\_\_

Lilly McPherson  
Ella Hillier  
Hope Pringle

- 503-431-4151

*Note: There is a limit of two proclamations per City Council meeting and selection is made in the order requests are received. Please indicate an alternative meeting date for the event the preferred date is unavailable. While the City does its best to recognize citizen needs, we retain the right to decide if the proclamation will be issued or not.*

**Preferred City Council Meeting Date Requested:** October 24, 2016

**Alternate City Council Meeting Date:** October 10, 2016

**Requested By:** Cyndy Hillier 503-431-4151 wk 515-7651(c)  
Name \_\_\_\_\_ Phone \_\_\_\_\_

10345 SW Gardner Ct Tualatin, OR 97062 tualatintgether@gmail.com  
Address \_\_\_\_\_ Email \_\_\_\_\_

Please attach a draft copy of your one page proclamation to this application or check the box if the proclamation will be the same as the previous year.  Wording will be the same as the previous year.

Return the completed form to: City of Tualatin, Attn: Deputy City Recorder, 18880 SW Martinazzi Ave, Tualatin OR, 97062 or via email to [nmorris@ci.tualatin.or.us](mailto:nmorris@ci.tualatin.or.us).

**For Official Use Only:**

Date Request Received	_____
Approved	_____ Not Approved _____ Applicant Notified _____
Date Proclaimed	_____



# Proclamation

## *Proclamation Declaring October 23-31, 2016 Red Ribbon Week in the City of Tualatin*

WHEREAS, Alcohol and other drug abuse in this nation has reached epidemic stages; and

WHEREAS, It is imperative that visible, unified prevention education efforts by community members be launched to eliminate the demand for drugs; and

WHEREAS, National Family Partnership (NFP) is sponsoring the Nation Red Ribbon Campaign offering citizens the opportunity to demonstrate their commitment to drug-free lifestyles; and

WHEREAS, The National Red Ribbon Campaign will be celebrated during "Red Ribbon Week" October 23-31; and

WHEREAS, Business, government, parents, law enforcement, media, medical, religious institutions, schools, seniors, service organizations and youth will demonstrate their commitment to healthy, drug-free lifestyles by wearing and displaying Red Ribbons during this week long campaign.

NOW THEREFORE BE IT RESOLVED, that the City of Tualatin does hereby proclaim October 23-31, 2014 as Red Ribbon Week and encourages its citizens to participate in drug prevention education activities, making a visible statement that we are strongly committed to a drug-free community.

INTRODUCED AND ADOPTED this 24<sup>th</sup> day of October, 2016.

CITY OF TUALATIN, OREGON

BY \_\_\_\_\_  
Mayor

ATTEST:

BY \_\_\_\_\_  
City Recorder