

City of Beaverton Welcoming Grants

The Cultural Inclusion Program sponsors Welcoming Grants to encourage and fund community driven projects and events designed to support welcoming and immigrant integration. The grants are a key strategy of the City of Beaverton's Welcoming Beaverton initiative.

Grant objectives:

- ❖ Support community led projects that increase opportunities for cross cultural exchange
- ❖ Build Beaverton's identity as a welcoming city
- ❖ Build relationships and understanding to unite residents
- ❖ Foster pride in our diverse community

Grants are available in two categories:

- 1) Welcoming Week
- 2) Year-Round Welcoming



Questions? Contact: equity@BeavertonOregon.gov

General requirements:

- Applicant must be a community-based entity with a strong connection to Beaverton e.g. *community, faith-based or grassroots organizations, school groups, Beaverton Neighborhood Association Committees (NACs), local businesses. 501(c)3 status not required.*
- Projects or events must benefit the Beaverton community and be accessible to the public
- Applicant is only eligible to receive one Welcoming Grant (either Year-Round Welcoming or Welcoming Week grant) per fiscal year (*July 1-June 30*)
- Grant recipients must submit a report upon completion of the project
- Eligible expenses include:
 - logistical costs (e.g. transportation, venue rental, refreshments, printing)
 - personnel costs (e.g. childcare, honorariums)
 - materials (e.g. educational materials, printing costs, office supplies, rentals, food)
- Ineligible expenses include capital costs (e.g. purchase of equipment)

Overall preference for:

- First time projects or partners
- Projects proposed through cross-cultural and cross-sector partnerships
- Projects with matching support in the form of funds, in-kind donations, volunteer time
- Project must provide opportunities for interactive learning / relationship building between people of different cultural backgrounds

About Welcoming Beaverton

Welcoming Beaverton is an initiative through the City of Beaverton's Mayor's Office to recognize, welcome and support the successful integration of our local immigrant community. The City of Beaverton is a proud member of the national Welcoming Network initiative – a network of municipalities across the country working to create more welcoming, immigrant-friendly environments that maximize opportunities for economic growth and cultural vitality for all. Beaverton became a Welcoming City in April 2015.

Welcoming Week Grants

Beaverton Welcoming Week is an annual series of events designed to bring together immigrants, refugees, and U.S.-born residents to raise awareness of the benefits of welcoming everyone. The week's activities celebrate the contributions of newcomers and provide opportunities to build cross-cultural relationships and understanding. The event series takes place in mid-September to coincide with National Welcoming Week.

The City of Beaverton sponsors grants for interactive, community driven projects that create tangible opportunities for immigrants and U.S.-born residents to build cross-cultural relationships during the annual celebration of Beaverton Welcoming Week. These grants support community partners to host a public event or activity that highlights the spirit of the week, for example cultural events, community gatherings, workshops, classes, art exhibitions, film showings, or advocacy events. The advantages of participating in Beaverton Welcoming Week include extra promotional opportunities, hands-on support from city staff, increased visibility, and the chance to be part of a nationally celebrated week of events.

Timeline:

Call for proposals:	First week of March
Application deadline:	First Friday in May
Award notifications:	Last week of May
Amount available:	Up to \$1,500 per project / applicant per fiscal year (<i>July 1-June 30</i>)

More info at www.BeavertonOregon.gov/WelcomingWeek

Past project examples: [Past Welcoming Week Projects](#)

Year-Round Welcoming Grants

Year-Round Welcoming Grants are designed to support events, projects or programs that further welcoming in Beaverton and take place outside of the scope of Beaverton Welcoming Week. They can include public events, program activities, or provide an ongoing resource to further welcoming. Past examples include a resource guide for new immigrants, a youth sister city club's cultural night, and a cross-sector community gathering in support of refugees. Year-Round Welcoming Grants exist because the city wants to support welcoming and inclusion all year long and across the city in a variety of formats.

Timeline:

Applications:	Rolling basis
Award notifications:	Within 4 weeks of submission
Availability:	Starts July 1 and open until all funds for the cycle are expended
Amount available:	Up to \$1,500 per project / applicant per fiscal year (<i>July 1-June 30</i>)

More info at www.BeavertonOregon.gov/WelcomingBeaverton



Welcoming Grants Application

Submit completed application to: equity@BeavertonOregon.gov

Project title:		
Host group / organization name:	Mailing address:	
Contact name & title:	Phone:	Email:
Amount requested:	Proposed dates for project launch & completion:	
How did you hear about this grant opportunity?		

1. Which grant are you applying for? Welcoming Week Year-Round Welcoming
2. Provide a brief description or mission statement of the group / organization applying:

3. Provide a brief summary of the proposed project:

4. Describe how this project will meet the objectives of the grant:
 - *Support community led projects that increase opportunities for cross cultural exchange*
 - *Build Beaverton's identity as a welcoming city*
 - *Build relationships and understanding to unite residents*
 - *Foster pride in our diverse community*

5. Who is the project's target audience and how do you plan to engage them?

6. How does this project facilitate interactive learning/relationship building between immigrant and U.S. born community members?

7. Describe if/how you will collaborate with other partners for this project (if you are partnering with another organization, please attach a **letter of support**):

8. Describe in narrative form how the funds you are requesting will be spent (specific supplies, staff time, operating expenses; make sure to also attach a detailed budget):

9. What additional financial and/or in-kind support has been secured or requested for this project? (e.g. funding, donations, volunteer time) If this includes other City of Beaverton funds, please include the name of the staff member that is your contact.

10. What are your plans for following COVID safety guidelines during your activities?

On behalf of myself and the organization named below, and on whose behalf this application is submitted, I hereby certify that all the facts, figures, and representations made in this application are true and correct.

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Signature of authorized official

Printed name / title

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Name of organization

Date

Grant Budget

Project expense	Estimated cost
TOTAL EXPENSES	\$

FINAL CHECKLIST:

Before submitting your application, please ensure you include the following:

- Completed application (all questions answered)
- Detailed budget for the project, including all revenue and expenditures
- Letter of support from partnering organization(s), if applicable

Example Budget:

Goal: Provide programming to educate the community on immigrant and racial justice issues and provide a forum for discussion (approximately 25 people)

Project Expenses

The following are examples of project expenses:

- Materials/Supplies (food, non-alcoholic beverages, serving items, etc.)
- Honorariums (speakers, facilitators, performers, etc.)
- Rentals/Leases (chairs, tables, tents, event space, etc.)
- Printing/Reproduction (flyers, banners, invitations, newsletters, etc.)
- Other project expenses (permit fees, film rights, etc.)

EXAMPLE

Project Expenses	Cost
Refreshments for events – snacks, water bottles	\$400
Honorariums for speakers (\$150 / person x 4)	\$600
Sound equipment rental	\$300
Printing – conversation starters, banner, a- frame signage	\$75
TOTAL EXPENSES	\$1375