



COMMUNITY ENHANCEMENT COMMITTEE PROGRAM MEETING

Tuesday, November 25, 2025
ZOOM ONLY

Juan Carlos Gonzalez, Co-Chair

Mariana Valenzuela, Councilor
Angel Falconer, Councilor
Donna Gustafson, Councilor
Michael Marshall, Councilor

Malynda Wenzl, Co-Chair

Karen Martinez, Councilor
Leslie Nunez, Committee Member
Marissa Salgado, Committee Member
Brian Schimmel, Councilor

[Zoom Webinar](#) Meeting ID: 850 9651 4222 Passcode: 97116

COMMUNITY ENHANCEMENT PROGRAM COMMITTEE MEETING

A. 12:00 Call to Order

1. Roll Call

B. Discussion Item

1. CEP Grant Awards

C. 12:30 Adjournment

Americans with Disabilities Act (ADA) Notice: The City is committed to providing equal access to public meetings. Requests for accommodation can be submitted to the City Recorder at least 48 hours before the meeting at: mwoods@forestgrove-or.gov or 503-992-3235

Print

2025-26 Community Enhancement Project Grant Application - Submission #1687

Date Submitted: 9/8/2025

Date*

9/8/2025

Sponsor*

Pacific University

Tax ID #*

93-0386892

Contact Person*

Erica Andree

Daytime Phone #*

503-352-2838

Email Address*

erica.andree@pacificu.edu

Address*

2043 College Way

City*

Forest Grove

State*

OR

Zip Code*

97116

Project Information

Project Title*

Pacific University Longhouse

Amount Request*

\$20,000

Mark ALL of the goals below which your project meets and explain how:

Goals

How project meets this goal (be clear & specific)

Improve the appearance or environmental quality of the community

Improve community

Improve community

The Pacific Longhouse will transform a vacant lot into a vibrant, welcoming space that celebrates Forest Grove's cultural heritage and natural surroundings. Through its longhouse-inspired design and surrounding native plant landscaping, the project will beautify the neighborhood, honor the Kalapuyan people who first inhabited the area, and create a sustainable gathering place that strengthens environmental stewardship and community connection.

Reduce the amount or toxicity of waste

- Reduce toxicity or waste

Increase reuse and recycling opportunities

- Increase reuse & recycling

Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the IRS code

- Rehabilitation or upgrade of property owned or operated by a 501(c)(3)

Result in the preservation or enhancement of wildlife, riparian zones, wetland, forest and marine areas, and/or improve the public awareness and the opportunities to enjoy them

- Preservation or enhancement of wildlife, riparian zones, wetlands, forest and marine areas to improve public awareness

Result in improvement to, or an increase in, recreational areas and programs

- Improvement to or an increase in recreational areas and programs

Reduction of toxicity or waste

Increase reuse & recycling opportunities

Rehabilitation or upgrade of property owned/operated by a 501(c)(3)

The Pacific Longhouse will be built on an empty lot at 2105 Cedar Street, which is owned and operated by Pacific University, a 501(c)(3) organization. The project will transform this vacant space into a community-centered gathering place in the tradition of Forest Grove's original Kalapuyan inhabitants. The longhouse-inspired design acknowledges the ancestral stewards of the land and embodies the shared value that coming together across differences is essential to community life.

Preservation or enhancement of wildlife, riparian zones, wetlands, forest and marine areas, improving public awareness

Improvement or increase in recreational areas or programs

The Pacific Longhouse will provide a new gathering and recreational space designed for belonging and use by all. Its architecture symbolizes openness, community, and continuity, reflecting the enduring need for shared spaces. The facility will host community events, cultural celebrations, and student-led programming, expanding the diversity of recreational opportunities in Forest Grove.

Result in improvement in safety

Safety improvement

Benefit youth, seniors, low income persons and/or underserved populations

Benefit youth, seniors, low income or underserved

Improvement in safety

Benefits youth, seniors, low income or underserved

The Pacific Longhouse will directly benefit underserved populations, including Indigenous students and community members, low-income families, and youth from local schools. It will provide a welcoming space for cultural events, educational programming, and intergenerational community engagement celebrating the rich culture and history of indigenous peoples. Research shows physical gathering spaces are vital for wellbeing, and this project addresses rising concerns of loneliness and disconnection, particularly among young people and seniors. For Forest Grove residents, the Longhouse will provide inclusive, face-to-face opportunities for connection and learning.

Brief project description and explanation of how the CEP funds will be used:

Project Start Date*

1/5/2026

Project Completion Date*

5/1/2026

Project Scope*

Pacific University seeks funding to support the development of Phase 2 construction documents, a critical step that will move the Longhouse from concept to build-ready. This purpose-built facility will serve as the heart of cultural learning and exchange for the campus and the Forest Grove community. Rooted in Indigenous design principles, it will honor the ancestral lands of the Tualatin Kalapuya and reflect shared values of community and cultural stewardship.

Early investment from the Forest Grove Community Enhancement Program will be pivotal. As one of the first public champions, Forest Grove will help unlock subsequent funding by signaling strong local support to foundations, tribal partners, and private donors. This early endorsement will position the city as a visible leader in building a cultural asset to serve generations.

Funding will allow Pacific to engage Akana, a Native-owned architecture and engineering firm, to develop construction documents. Completion of construction documents will not only prepare the project for permitting but also enable the solicitation of in-kind donations of sustainably sourced construction materials (e.g., heavy timbers, cedar siding, doors and windows, and native plantings for the surrounding garden).

Estimate how many Forest Grove residents will benefit if this project is funded. Who is your target audience? Include demographic information about participants like, race ethnicity and socio-economic status.*

We estimate more than 2,000 Forest Grove residents will benefit in the first few years, with impact growing over time. This includes:

- Youth and families through school partnerships (Forest Grove, Hillsboro, Beaverton School Districts).
- Local Indigenous communities (Grand Ronde, Siletz, and others).
- Residents of diverse cultural heritage through intercultural events and celebrations.
- Civic and cultural partners (Friends of Historic Forest Grove, Centro Cultural, KALO Hawaiian Civic Club, Forest Grove Indian Education Program).
- General community members attending public programming.

Target Audience:

The primary audience for this project includes:

- All local and regional community members interested in learning more about indigenous cultures. We define indigenous inclusively to encompass individuals who identify as Native American, Alaska Native, Native Hawaiian, First Nations, Native Mexican (e.g., Mixtec, Zapotec, Nahuatl), or as Indigenous in other cultural or geographic contexts. This includes those with formal tribal affiliation as well as those who identify as Indigenous without current tribal enrollment or recognition. This framing reflects the values of Pacific University's Indigenous Student Alliance and acknowledges the diverse Indigenous identities represented in our region.
- Students and families from racially and ethnically diverse backgrounds, including Latinx, Pacific Islander, Asian American, Black, European, and multiracial communities.
- First-generation college students and low-income families, many of whom come to Pacific University from local public schools.
- Forest Grove residents seeking inclusive, community-centered cultural and educational opportunities who will be welcomed through public programming, cultural events, and partnerships that reflect the full history and diversity of the region.

Forest Grove is home to a growing number of racially and ethnically diverse residents. According to the most recent U.S. Census data:

- About 30% of Forest Grove residents identify as Hispanic or Latino.
- Over 10% identify as Asian, Black, American Indian, Pacific Islander, or multiracial.
- Pacific University enrolls a highly diverse student population, with over 40% of undergraduates identifying as students of color, and 38% of incoming first-year students identifying as first-generation college students.

This project will create a welcoming, culturally responsive space where all Forest Grove residents—regardless of background—can feel a sense of belonging, connection, and shared purpose.

By positioning Forest Grove as an early supporter, this grant will affirm the city's leadership in advancing cultural inclusion and will demonstrate to regional and statewide funders that the project enjoys strong local commitment. This visible endorsement will strengthen our case for additional funding and ensure the Longhouse becomes a source of pride for Forest Grove residents.

Has the sponsor received a Community Enhancement grant for this project in the past?*

- Yes No

If so, is the project completed?*

- Yes No

Has the sponsor received a Community Enhancement grant for the current year?*

Yes No

Please provide a brief summary of services for the current year grant. What was the impact on the community? How many people benefited from the project? Have the total funds been spent? etc.*

If so, is the project completed?*

Yes No

Budget Reporting

Budget Information

	CEP	Sponsor	Other #1	Other #2	TOTAL
Paid Personnel Services					
Contract Labor					
Materials and Supplies					
Capital					
In-Kind Services*:					
Total	\$	\$	\$	\$	\$

The chart illustrates the type of budget information that is required to submit your application. You may upload one you've previously created or use the below fillable PDF and upload a copy with your application.

*In-Kind Services is volunteer services and the like.

- [CEP Budget Reporting PDF](#)

Projected Budget Upload*

Longhouse Budget Dec 2024.pdf

Your budget should include a breakdown of estimated costs by source. Including the information from the above chart.

% of Total Budget provided by Non-CEP funds*

84%

Is there secure funding of Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?*

The cost of Phase 2 construction documents is \$125,000. The requested \$20,000 from Forest Grove will cover a critical portion of these costs. The total estimated cost to construct the Pacific Longhouse is \$2.2 million. Remaining funding for Phase 2 construction documents and Phase 3 site development and building construction will come from a combination of sources:

- Private donations (cash and in-kind) from alumni and community members.
- We are also seeking phased capital support from The Roundhouse Foundation, Spirit Mountain Community Fund, Ford Family Foundation, Cultural Coalition of Washington County, Oregon Heritage Fund, Forest Grove United Church of Christ, Reser Family Foundation, and others.
- University capital fundraising, which will be bolstered once construction documents are in place, including in-kind support from local and regional timber and construction industry.
- Additionally, \$100,000 was requested from Meyer Memorial Trust to support community-building and development of a cultural use framework. MMT funding would provide community programming in support of the Longhouse initiative, but would not contribute toward capital expenses or construction documents.

Early support from Forest Grove is crucial: it demonstrates visible local commitment and increases the likelihood of securing these additional funds.

Will the project be completed with the proposal funding or will future funding be necessary?*

The proposal funding will contribute toward the cost of developing of construction documents, which is a critical step in the Longhouse project. However, future funding will be necessary to complete full site development and construction of the building. The construction documents will prepare the project for permitting and serve as the foundation for securing additional funding through grants, private donations, and institutional support.

Once the construction documents are finalized, we will begin fundraising for the capital construction phase (Phase 3), which will include securing funding for materials, labor, and site development. This phased approach ensures that we have the necessary design and technical plans to move forward effectively and responsibly with construction.

Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision 2040 Plan?*

The longhouse-inspired space advances Forest Grove's Vision 2040 Plan for a sustainable, inclusive, and connected community.

- Social: The project fosters belonging, intercultural dialogue, and civic participation.
- Economic: It strengthens town-gown relations, draws visitors to cultural events, and supports local small businesses.
- Environmental: With construction documents in hand, Pacific will actively seek in-kind donations of sustainably harvested local construction materials, including heavy timbers and cedar siding. The surrounding garden will be landscaped with native plants, reflecting a commitment to stewardship and place-based sustainability

- [FGF 2040 Vision Plan](#)

How do the outcomes of your project advance racial equity, diversity, and inclusion of the most vulnerable?*

The longhouse project was initiated by students from the Indigenous Student Alliance and is grounded in their vision for a more equitable and inclusive campus and community. It directly advances racial equity by creating the first purpose-built space at Pacific University centered on Indigenous identity, culture, and community gathering—while remaining open and welcoming to all.

This project advances racial equity, diversity, and inclusion by:

- **Centering Indigenous voices and leadership:** The project is guided by the Indigenous Student Alliance in collaboration with tribal partners and cultural advisors. It honors the traditions and priorities of Native peoples, including those historically marginalized in higher education and public life.
- **Creating a space where underrepresented students and community members feel culturally affirmed and valued:** The longhouse will be a visible expression of belonging for students and families from Indigenous, Native Hawaiian, Native Mexican, Latinx, Pacific Islander, Black, and other racially and ethnically diverse backgrounds.
- **Providing access to culturally relevant programming for all community members:** The space will host public events—such as powwows, weaving demonstrations, and storytelling gatherings—that elevate diverse cultural traditions and promote learning across communities.
- **Acknowledging and addressing historical harm:** The project reflects Pacific's commitment to truth and reconciliation for its role in colonial systems, including its historical connection to the Forest Grove Indian Training School.
- **Reducing barriers to inclusion:** As a free and publicly accessible space intentionally designed for cultural use, the longhouse provides an inclusive alternative to institutional or formal venues that may feel inaccessible to the most vulnerable.

This project is not only a space—it is a public commitment to listening, honoring community voices, and co-creating a future rooted in justice, healing, and shared belonging

Project Management

Provide a brief narrative outlining the major tasks and projected time schedule for completing each task*

This funding request supports Phase 2 of the Pacific University Longhouse initiative, to develop detailed design and construction documents. The project builds on significant progress already completed in Phase 1.

PHASE 1: July 2024 – July 2025. Completed.

Pacific University partnered with Akana, a Native-owned architecture and engineering firm, to oversee Phase 1: Project Kickoff and Preliminary Design of the Pacific University Longhouse initiative. Phase 1 is now complete and included the following services and deliverables:

1. Project Kickoff and Management
2. Site analysis and mapping of 2105 Cedar Street, including topographical survey and geotechnical investigation
3. Project vision, programming and concept including a visioning and programming workshop, creation of multiple concept design alternatives, and renderings of the selected concept design
4. Schematic designs and construction cost estimate based on the approved concept design.

PHASE 2: August 2025 – May 2026.

We are seeking support from the City of Forest Grove to support Phase 2: Detailed Design and Construction Documents which includes design refinement, detailed construction documents, and permitting. Securing detailed construction documents will allow us to seek in-kind donations of heavy timbers and other construction materials on our path toward securing funding for Phase 3 ground breaking and construction.

PHASE 3: Bidding and Construction (May 2026 - TBD)

Bidding out the project and breaking ground on the Pacific Longhouse will commence once the University has secured sufficient in-kind and cash donations to successfully complete construction.

ALL PHASES: Community Building and Cultural Programming (2023–Present)

The Longhouse project was envisioned by Pacific University’s Indigenous Student Alliance in 2023 and continues to guide the people focused on visioning, student leadership development, and community and relationship-building. In 2024 and 2025 Pacific hosted its first powwows with broad community support, including from the City of Forest Grove. Key community engagement moving forward includes

- A 12-member Community Advisory Council to be formed in 25-26 which will include tribal elders, students, and local stakeholders.
- The Community Advisory Council will create a Cultural Use Framework to guide programming priorities and cultural protocols for use of the space.
- The Indigenous Student Alliance, with support of the Council, will continue to offer public engagement events, including powwows and cultural workshops, which lay the foundation for inclusive and sustained use of the space.

Describe prior experience managing similar projects. Include prior Community Enhancement Project (CEP) experience.*

Sarah Morse, the Longhouse project manager, has extensive experience managing capital enhancement projects, including the renovation of AuCoin Hall at Pacific University. Her expertise in overseeing large-scale construction projects ensures that the Longhouse project will be managed efficiently and effectively. The university has a long history of working with community partners. The people-focused aspects of the Longhouse project will be led by Ernesto Vasquez, Senior Director of Student Inclusion. Additionally, Nikol Roubidoux, advisor to the Indigenous Student Alliance, will serve as the community outreach liaison, ensuring strong connections with local and tribal communities.

Does this project require coordination with other public or private organizations?*

Yes No

Has the necessary coordination between the two entities been completed?*

Yes

No

If yes, please describe:*

Is the project located on private land?*

Yes

No

If the project is located on private land, discuss the public benefit of the project.*

The Longhouse-inspired community gathering space, while located on Pacific University's private land, offers significant and lasting public benefits to the Forest Grove community and beyond, reinforcing the city's reputation as a leader in cultural inclusion. As an early champion, Forest Grove will be visibly associated with a landmark project that enhances the cultural vibrancy, civic pride, and social cohesion of the region. The space will be open to all residents of Forest Grove and the surrounding areas, with a strong focus on fostering intercultural dialogue, community engagement, and educational opportunities.

Public benefits include:

Cultural and educational programming: The Longhouse will host public events such as cultural festivals, powwows, and workshops, which will be open to local residents, schools, and community organizations.

Promoting community health and inclusion: As a central space for gathering, the Longhouse will help combat social isolation, particularly among underserved and marginalized communities, by providing a safe, inclusive environment for connection and cultural exchange.

Collaboration with local groups: The space will also serve as a venue for community organizations, local tribes, and schools to collaborate, ensuring ongoing community engagement and public participation in the project.

Civic and cultural pride: The project will serve as a public symbol of Pacific University's commitment to Indigenous reconciliation, social justice, and community healing, enhancing the cultural vibrancy of Forest Grove and beyond.

This project is not just for Pacific University but is a vital public resource that will benefit the entire Forest Grove area, strengthening community ties and providing a space for cross-cultural learning and celebration.

Landowner Permission Upload*

Washington County Public Access .pdf

Please upload proof of landowner permission.

Upload any additional documentation, ie charts, graphs, mission statement, reports, photos, etc.

Case for Support - Longhouse.pdf

Reporting Agreement*

By checking the "I agree" box below, you agree and acknowledge that:

1. I acknowledge I will need to present my project to the Community Enhance Project Committee (CEPC) on October 13 2025.
2. I will provide a six-month financial update and progress report to the City by the end of June 2026. The report will be shared with City Council and the CEPC.
3. I will provide a 1-year written wrap-up to the City by the end of the grant period. The report will be shared with City Council and the CEPC.
4. I acknowledge I'm able to apply for extension in order to complete my project.
5. I acknowledge I may be asked to present to City Council regarding project updates.

I agree.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature*

Date*

Erica A Andree

9/8/2025

Longhouse Preliminary Budget

December 2024

Preliminary Budget – December 2024

Print

2025-26 Community Enhancement Project Grant Application - Submission #1731

Date Submitted: 9/16/2025

Date*

9/16/2025

Sponsor*

St. Vincent de Paul, Forest Grove Conference

Tax ID #*

93-0456525

Contact Person*

David Wuertz

Daytime Phone #*

(503) 992-9977

Email Address*

ddwuertz@gmail.com

Address*

PO Box 375

City*

Forest Grove

State*

OR

Zip Code*

97116

Project Information

Project Title*

Helping the Poor

Amount Request*

\$20,000

Mark ALL of the goals below which your project meets and explain how:

Goals

How project meets this goal (be clear & specific)

Improve the appearance or environmental quality of the community

Improve community

Improve community

Reduce the amount or toxicity of waste

Reduce toxicity or waste

Reduction of toxicity or waste

Increase reuse and recycling opportunities

Increase reuse & recycling

Increase reuse & recycling opportunities

Result in rehabilitation or upgrade of real or personal property owned or operated by a nonprofit organization having 501(c)(3) status under the IRS code

Rehabilitation or upgrade of property owned or operated by a 501(c)(3)

Rehabilitation or upgrade of property owned/operated by a 501(c)(3)

Result in the preservation or enhancement of wildlife, riparian zones, wetland, forest and marine areas, and/or improve the public awareness and the opportunities to enjoy them

Preservation or enhancement of wildlife, riparian zones, wetlands, forest and marine areas to improve public awareness

Preservation or enhancement of wildlife, riparian zones, wetlands, forest and marine areas, improving public awareness

Result in improvement to, or an increase in, recreational areas and programs

Improvement to or an increase in recreational areas and programs

Improvement or increase in recreational areas or programs

Result in improvement in safety

Safety improvement

Improvement in safety

Benefit youth, seniors, low income persons and/or underserved populations

Benefit youth, seniors, low income or underserved

Benefits youth, seniors, low income or underserved

This grant will enable us to continue offering utility assistance to low-income households who are experiencing financial hardship and are at risk of having their utilities disconnected, and at the same time we will be able to continue to purchase food and provide rent assistance where needed.

Brief project description and explanation of how the CEP funds will be used:

Project Start Date*

10/1/2025

Project Completion Date*

9/30/2026

Project Scope*

Household Utilities Stability Assistance Program

Purpose:

To provide utilities payment support to low-income households in Forest Grove who are experiencing financial hardship and are at risk of losing access to basic needs such as utilities, housing and food.

Objectives:

- 1. Prevent utility shutoffs by providing direct financial assistance to the City of Forest Grove for their city utilities (electricity and water)
- 2. This grant will enable us to fund utility assistance while continuing to fund our food pantry and rent assistance with Community Action

Activities:

- 1. Verify Client eligibility based on income level and demonstrated need.
- 2. Distribute financial assistance directly to the City of Forest Grove for Utilities.
- 3. Track and report the number of households served and funds distributed.

Estimate how many Forest Grove residents will benefit if this project is funded. Who is your target audience? Include demographic information about participants like, race ethnicity and socio-economic status.*

Our fiscal year is Oct 1, 2024 through Sept. 30, 2025. So far this fiscal year (11 months) we paid \$12,076 to the city of Forest Grove for utilities. This helped 31 households or 87 individuals. We averaged 2.8 households or \$1098 per month with City of Forest Grove utilities. We've had to reduce the amount we assist with utilities by limiting donation to \$600 once per year due to increased costs of food for our pantry.

We do not deny help based on race or ethnicity so we do not collect that information. We do require that the household does not exceed the Oregon Food Bank minimum income level.

We also feed an average of 201 households or 871 individuals per month from an average of 14.5k in-kind pounds and 3.4k purchased pounds of food per month.

Our food comes from both in-kind and purchased food. We purchase food from Costco, Winco, Empire Meat, Oregon Food Bank, etc. In-Kind food comes from the Oregon Food Bank, Individual donations, Groceries Store (Fresh Alliance) donation, etc.

Has the sponsor received a Community Enhancement grant for this project in the past?*

Yes No

If so, is the project completed?*

Yes No

Has the sponsor received a Community Enhancement grant for the current year?*

Yes No

Please provide a brief summary of services for the current year grant. What was the impact on the community? How many people benefited from the project? Have the total funds been spent? etc.*

If so, is the project completed?*

Yes

No

Budget Reporting

Budget Information

	CEP	Sponsor	Other #1	Other #2	TOTAL
Paid Personnel Services					
Contract Labor					
Materials and Supplies					
Capital					
In-Kind Services*					
Total	\$	\$	\$	\$	\$

The chart illustrates the type of budget information that is required to submit your application. You may upload one you've previously created or use the below fillable PDF and upload a copy with your application.

*In-Kind Services is volunteer services and the like.

- [CEP Budget Reporting PDF](#)

Projected Budget Upload*

SVDPUilitiesSupportBudget.pdf

Your budget should include a breakdown of estimated costs by source. Including the information from the above chart.

% of Total Budget provided by Non-CEP funds*

0%

Is there secure funding of Sponsor's share of the total costs including funding from other public or private agencies and what are the sources of funding?*

We do receive funding to support our food pantry and rent assistance programs. All of our funding comes from non guaranteed sources. We get funds from individual donations, local group donations (i.e. Elkettes, Forest Grove Rotary,

Will the project be completed with the proposal funding or will future funding be necessary*

The CEP fund should cover the Utility Expense for our 2025-2026 Fiscal Year. Depending on donations, we may have to drop our rent assistance program and fund the utilities with that money in following years.

Explain how the project would enhance sustainability in Forest Grove, either economically, environmentally, or socially while achieving the values described in the Forest Grove Vision 2040 Plan?*

This would help people stay in their homes with basic utilities while experiencing a financial hardship, thus making our community more livable.

- [FGF 2040 Vision Plan](#)

How do the outcomes of your project advance racial equity, diversity, and inclusion of the most vulnerable?*

The Society of St. Vincent de Paul USA harnesses the power of community and partnerships to feed, clothe, house and heal individuals and families in our community who have nowhere else to turn for help.

Volunteers include members from the community who have a heart for serving our neighbors and who along with making sure the pantry has food to give, also provide connection to clients, a friendly face and a listening ear.

Our local organization is a vibrant, buzzing community. Volunteers meet and create relationships with each other, building community within Forest Grove. More importantly, they build relationships with clients who utilize the resources that we offer. Several clients are volunteers too. A true sign of community and caring,

Project Management

Provide a brief narrative outlining the major tasks and projected time schedule for completing each task*

1. Take Calls Tue, Wed, Fri, Sat from 9:00 am to 12:00 noon.
2. Work with the City to determine Eligibility
3. Pay household Utility Bills and record assistance.
4. Collect data and Report Monthly on assistance provided.

Describe prior experience managing similar projects. Include prior Community Enhancement Project (CEP) experience.*

We have no previous CEP experience that we are aware of.

SVDP Forest Grove has been in operations since about 1985. We have changed our processes/procedures in serving clients as the environment changed – meaning, we have had to make financial decisions about funding rent and utility assistance vs providing food to families as the need increases and funding decreases. We were closed for 6 months during COVID and were able to restart and provide services as soon as the constraints were lifted. Our ability to staff all areas with volunteers for 40 years is a sign that the organization is valued and a priority for the volunteers who serve.

Does this project require coordination with other public or private organizations?*

Yes No

Has the necessary coordination between the two entities been completed?*

Yes No

If yes, please describe:*

We've worked with the City of Forest Grove with Utilities for many years now.

We work with the Oregon Food Bank, Community Action in Hillsboro and St. Vincent de Paul in Portland.

Is the project located on private land?*

Yes No

If the project is located on private land, discuss the public benefit of the project.*

Our Food Pantry and office is located in the house at St. Anthony's Catholic Church. The public comes to this site for assistance either by phoning our office or coming to pickup food from our pantry.

Landowner Permission Upload*

No file chosen

Please upload proof of landowner permission.

Upload any additional documentation, ie charts, graphs, mission statement, reports, photos, etc.

No file chosen

Reporting Agreement*

By checking the "I agree" box below, you agree and acknowledge that:

1. I acknowledge I will need to present my project to the Community Enhance Project Committee (CEPC) on October 13 2025.
2. I will provide a six-month financial update and progress report to the City by the end of June 2026. The report will be shared with City Council and the CEPC.
3. I will provide a 1-year written wrap-up to the City by the end of the grant period. The report will be shared with City Council and the CEPC.
4. I acknowledge I'm able to apply for extension in order to complete my project.
5. I acknowledge I may be asked to present to City Council regarding project updates.

I agree.

Electronic Signature Agreement*

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Electronic Signature*

Date*

David A Wuertz

9/16/2025

	CEP	Sponsor	Other #1	Other #2	TOTAL
Paid Personnel Services	0	0	0	0	0
Contract Labor	0	0	0	0	0
Materials and Supplies	0	0	0	0	0
Capital	0	0	0	0	0
In-Kind Services*	0	0	0	0	0
Grant	20,000	0	0	0	20,000
Total	\$ 20,000	\$	\$	\$	\$ 20,000