The Portland Parks Foundation’s Small Grants Program awards financial support to community-based organizations within the city of Portland who foster equitable access to our urban parks, natural areas, community gardens and community recreation centers.

Our motto is “We help people help parks” because we know that our parks support so many of our personal and community needs. Parks can improve mental and physical health, serve critical green infrastructure functions, contribute to economic development, act as links in transportation networks, host cultural and social activities, and help give communities a sense of place.¹

Yet many Portland residents still lack equal access to parks that feel welcoming and safe. They struggle to find well-maintained parks that are designed and programmed to meet their particular needs, based on input from their community.

With our small grants, PPF focuses on the people and organizations working to fill these gaps. We intentionally prioritize organizations supporting low-income populations, communities of color, and other historically marginalized groups.

2022 Grant Funds:
This year PPF will support projects or organizations with a $2,000 grant each.

Who can apply:
Community-based/grassroots organizations who care for or provide programming in public parks, nature spaces, community gardens or community centers THAT ARE:

- Located within the city of Portland AND ARE A
- 501(c)(3) organization, or a non-501(c)(3) organization applying with a fiscal sponsor*,
- AND HAS Not received Small Grants Funds from PPF for the last 12 months

*Contact us if you need help finding a fiscal sponsor.

What you can apply for:

- **General Operating Support** (Unrestricted funding) for organizations that are clearly aligned with PPF’s equity mission (see below).
- **Project Specific Support** for eligible programming that is planned to take place within 12 months of receiving the grant.

Examples of projects PPF considers competitive include, but are not limited to:

- PP&R permitted collaborative events in parks.
- Virtual engagement that builds relationship for multi-generational, multicultural Portland residents with natural spaces and parks.
- Targeted marketing or capacity building (i.e. staffing/COVID related equipment)
- Community gardens support
- Community-based TLC, such as seasonal clean-ups or plant care

Projects that require approval or permits from Portland Parks & Recreation or other government agencies must include documentation of their approvals with the application. For example, projects that involve ticketed events in a park or scheduling of a work party are likely to require PP&R review and approval.

See the PP&R guidelines at: https://www.portlandoregon.gov/parks/38280, or call 503-823-2525. If you have a question about this or whether another agency might need to be contacted, please call or email us.

NOTE: For both types of grants (general operating and project specific support), PPF will prioritize organizations that align with PPF’s mission to promote equitable access for all Portlanders to parks and parks programming and prioritize low-income populations, communities of color, and other *historically marginalized groups.

* PPF defines historically marginalized groups as anyone who has experienced inequities as a result of their class, race, ethnicity, citizenship status, nationality, disability, religion, gender identity, sexual orientation or age. We recognize that this list is not comprehensive and strive to prioritize all groups that experience inequities as a result of how they identify or are identified by others.
Application process:

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<th>Grant Program Timetable</th>
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<td>Proposals are accepted</td>
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<td>March 1 - April 15</td>
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<td>September 1 – October 15 (deadline)</td>
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How to apply:

To apply, please submit:

- Application Form: located here - [https://www.portlandpf.org/grants-program](https://www.portlandpf.org/grants-program)
- A list of project or organization leaders along with their email and phone contacts
- 501(c)(3) tax determination letter or documentation of fiscal sponsorship
- Letter of project approval from PP&R or associated agency (if applicable—see below for example)
- A short letter (2 pages max) that addresses the following:

1. Tell us about your organization’s mission. If applying for a specific project, tell us about the purpose of your project.
2. How will this PPF grant help your organization/or project (please provide 2-3 examples)?
3. How does your organization or project align with PPF’s mission to promote equitable access for all Portlanders to parks and parks programming and center low-income populations, communities of color, and other historically marginalized groups (please provide 2-3 examples)?
4. Tell us about your current partnerships, collaborations or communities you work with (Examples: organizations, schools, neighborhood associations, churches, etc.).

5. **ONLY FOR PROJECT SUPPORT APPLICANTS:** If your proposal is project-based, please provide:
   a. timeline for completion AND
   b. a project budget.
How to Submit Your Application
You may e-mail or mail your application form, list of organization or project leaders, and letter. If your project requires clearance or permits from Portland Parks & Recreation or another government agency, please attach documentation of approval. Please contact Jessica Green with any questions or for assistance with completing the application or for help finding a fiscal sponsor.

Mail applications to:
Jessica Green
Portland Parks Foundation
1500 SW First Street, Suite 760
Portland, OR 97201

Email applications to:
Jessica Green
jgreen@portlandpf.org

If you e-mail the application, please place the following information in your subject line: PPF Grant (month of application)—organization name.

Applicants will be notified no longer than eight weeks after the grant deadline.

CONTACT INFORMATION: Jessica Green, Operations & Program Director, jgreen@portlandpf.org, (503) 445-0994.
Statement of Support/Partnership

As a representative of Portland Parks & Recreation, a bureau of the City of Portland, we support XYZ Organization’s request for a Portland Parks Foundation small grant to support their project of providing environmental education activities to youth and families during Summer Free For All Free Lunch + Play programming.

Name: Chariti Montez, Summer Free For All Supervisor
Portland Parks & Recreation

Phone: 503-260-5928

Email: chariti.montez@portlandoregon.gov

Date: March 29, 2019

Signed Name: Chariti Montez