



Department of Land Conservation and Development

2015-17 TECHNICAL ASSISTANCE GRANT APPLICATION

Please complete each section in the form below. Type or write requested information in the spaces provided. Submit completed applications **by September 30, 2015**.

Application Date: March 23, 2016

Applicant: City of Gervais

(If council of governments, please also include the recipient jurisdiction name if applicable)

Address: 592 4th Street

City: Gervais

Zip: 97026

Phone: 503-792-4900

Contact name and title: Susie Martson, City Administrator

Contact e-mail address: SMarston@cityofgervais.com

Grant request amount (in whole dollars): \$1,500.00

Local Contribution (recommended but not required): \$500.00

Project Title:

Community Design Charrette

Project summary: (Summarize the project and products in 50 words or less)

The City of Gervais will host a community design charrette on July 23rd coordinated by University of Oregon Green Cities class taught by Ric Stephens. The event will take place at Gervais High School. The class examines the history and future of the interface between urban growth and environmental concerns, and the technological, social, and political forces that continue to shape it.

Class sessions will involve the presentation of material by the instructor; class discussion; guest speakers and Skype videoconferencing with international experts. Students should be prepared to participate actively in classroom discussions. The class has been invited by the City of Gervais to provide planning and design for their downtown. They will conduct a design charrette with citizens, city officials and professionals. The class will also prepare reports and video presentations that provide guidance and recommendations on how Gervais can promote economic development, engage with their residents, and promote active places in the community.

The day of the design workshop students will perform a site reconnaissance, facilitate the design sessions, prepare presentations, and work with locals on design ideas and economic growth considerations.

Project Description & Work Program

Please describe the proposed project, addressing each of the following in an attachment.

A. Goals and Objectives. State the goals or overall purpose of the project. Describe particular objective(s) the community hopes to accomplish. Please indicate whether this is a one-biennium, stand-alone project or is part of a longer multi-biennium program. If it is the latter, describe subsequent phases and expected results, any previous work completed, and how work beyond this project will be funded.

B. Products and Outcomes. Clearly describe the product(s) and outcome(s) expected from the proposed project. Briefly describe any anticipated significant effect the project would have on development, livability, regulatory streamlining, and compliance with federal requirements, socioeconomic gains, and other relevant factors.

C. Work Program, Timeline & Payment.

1. Task(s) and Product(s): List and describe the major tasks and subtasks, with:

- The title of the task
- Steps to complete task
- The interim and final product(s) for each task

2. Timeline: List all dates for the project including tentative start date after the contract is signed, task completion dates, progress milestone(s), and project completion date. If the project is part of a multi-year program, provide an overview of the expected timeline(s) in sequence of expected start dates and completion date for each and describe subsequent phases to be completed.

3. Payment Schedule: Develop a requested payment schedule showing amount of interim and final payments. Include the products that will be provided with each payment request. The payment schedule should generally include no more than two payments – an interim and final payment.

D. Evaluation Criteria. Include a statement in the narrative that addresses the program priorities and evaluation criteria presented in the application instructions (“Eligible Projects and Evaluation Criteria”).

E. Project Partners. List any of the following that will participate in the project: federal agencies, state agencies, council of governments, city and county governments, special districts, and other entities. Briefly describe the role of each (*e.g.*, will perform work under the grant; will advise; will contribute information or services, etc.).

F. Advisory Committees. List any advisory committee or other committees that will participate in the project to satisfy the local citizen involvement program, if any.

G. Cost-Sharing and Local Contribution. DLCD funds are only a part of overall project costs; please identify sources and amounts of other funds or services that will contribute to the project’s

success. Cost-sharing (match) is not required, but could be a contributing factor to the success of the application.

Will a consultant be retained to assist in completing grant products? Yes No

Local Official Support - SEE ATTACHED LETTER

The application *must include* a resolution or letter from the governing body of the city, county, district, or tribe demonstrating support for the project. If the applicant is a council of governments on behalf of a city, a letter or resolution from the city council supporting the application must be included. *The application will not be complete if it does not include this item.*

Product Request Summary

Product	Grant Request	Local Contribution	Total Budget
1	\$ <u>1,500</u>	\$ <u>500</u>	\$ <u>2,000.00</u>
2	\$ _____	\$ _____	\$ _____
3	\$ _____	\$ _____	\$ _____
4	\$ _____	\$ _____	\$ _____
5	\$ _____	\$ _____	\$ _____
6	\$ _____	\$ _____	\$ _____
7	\$ _____	\$ _____	\$ _____
8	\$ _____	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____	\$ _____

Submit your application with all supplemental information to:

Larry French, Grants Administrative Specialist

E-mail (preferred): DLCD.GFGrant@state.or.us

Mail: Department of Land Conservation and Development
635 Capitol Street N.E., Suite 150
Salem, OR 97301

Phone: 503-934-0054

APPLICATION DEADLINE: September 30, 2015

Department of Land Conservation and Development
2015-17 TECHNICAL ASSISTANCE GRANT APPLICATION

Project Description & Work Program

A. Goals and Objectives:

The City of Gervais will host a community design charrette on July 23rd coordinated by University of Oregon Green Cities class taught by Ric Stephens. The event will take place at Gervais High School. The Green Cities course is part of the University of Oregon Planning, Public Policy and Management Department program. Interdisciplinary students examine the history and future of the interface between urban growth and environmental concerns, and the technological, social, and political forces that continue to shape it. Special emphasis is given to sustainable development, urban resiliency and regenerative design.

Class sessions will involve the presentation of material by the instructor; class discussion; guest speakers and Skype videoconferencing with international experts. The class has been invited by the City of Gervais to provide planning and design for their downtown. They will conduct a design charrette with citizens, city officials and professionals. The class will also prepare a comprehensive report that provides guidance and recommendations on several topics of interest to the City.

The day of the design workshop students will perform a site reconnaissance, facilitate the design sessions, prepare presentations, and work with locals on design ideas and economic growth considerations in their Downtown.

A **charrette** is an intensive planning session where citizens, local leaders, designers, and others collaborate on a vision for development. It provides a forum for ideas and offers the unique advantage of giving immediate feedback to the designers. More importantly, it allows everyone who participates to be a mutual author of the plan. The goal of participating in this project is to improve the economic vitality of the City. Local leaders will identify areas that it would like the students to focus on and research to provide recommendations on how to move the city forward with a Downtown Plan. This is a one-biennium, standalone project.

B. Products and Outcomes:

The final product will be a report synthesized with all the student recommendations following independent research and the visioning exercise. The report will be supplemented by graphics, photography, mapping and other media. This project also has an associated website which will include these products and be available to students, City officials and the public.

Specific outcomes of this project identified by the City, are:

- a. **Citizen Engagement** - Engage Latino community;
- b. **Community Center Location** - Determine best location and design for a community center;
- c. **Downtown Development and Design** – Make the downtown area more inviting for prospective businesses, develop a theme/sense of place for downtown; and
- d. **Pedestrian Environment, Multi-modal Transportation Options** - Promote walkability around town. This project will involve city council and public involvement, which will give those involved a sense of ownership for an improved social and economic atmosphere in the city.
- e. **Sustainable Development and Urban Resiliency** – Recommend specific implementation actions for sustainable development (regenerative design) and urban resiliency (disaster preparedness).

C. Work Program, Timeline & Payment

Task 1: Charrette Workshop

1. In order to guide their research, students will conduct an intensive day-long charrette with City officials. The format will consist of an orientation meeting directed by the Mayor followed by a guided tour of the City. After a catered lunch, the researchers will form teams to address specific areas and topics. An initial design phase will be conducted followed by brief presentations and following that, a second phase will refine the concepts which will be summarized and ranked by preference. This effort is synthesized by a brief list of prioritized recommendations that are included in the final report.

Products

- a. Charrette agenda, program outline, meeting summary and final report containing research and final recommendations.
2. **Timeline:** (Syllabus attached with this application)
Tentative start date June 13, 2016
Mayor and City Manager UO guest speakers July 12, 2016
Gervais Design Charrette July 23, 2016
Last day of Class August 8, 2016
Presentation of Results to City Council September 1, 2016
3. **Payment Schedule:** The City is requesting one lump sum payment of \$1,500 to cover the costs of the event logistics/materials and the final report prepared by Ric Stephens. **Payment date requested for September 1, 2016.**

D. Evaluation Criteria:

The City’s participation in U of O’s Green Cities class is a city council goal for 2016 to identify an economic development strategy for their Downtown. The outcome of this workshop will provide recommendations/design options that can be implemented to improve the economic vitality of the city of Gervais. The project will achieve several measurable objectives: citizen participation in local governance, urban planning and design; education regarding sustainable development and urban resiliency; and site-specific recommendations for City economic revitalization, environmental preservation and community development.

E. Project Partners:

- Ric Stephens, Green Cities Instructor Advise and guide class
- U of O Green Cities Students Conduct research and provide recommendations
- Angela Lazarean, DLCD Provide support throughout project
- Sebastien Goethals, Citilinks [Belgium/China] Contribute information
- Anastasia Velnidis, Citilinks [Belgium/China] Contribute information

F. Advisory Committees:

There are no advisory committees assigned to the project, but members of the local French Prairie Community Progress Team will be involved in the project, as they are seeking support and ideas on providing a community center for Gervais.

G. Cost-Sharing and Local Contribution:

The City will be providing staff time and materials for all of the meetings/classroom presentations and day of the event. The city will be asking for donations from local restaurants to provide refreshments and lunch for all charrette participants.