

2/23/2017

Mr. Robert Tan
EPA – Region 10
1200 Sixth Avenue, Ste 900 (ECL-112)
Seattle, WA 98101

Dear Mr. Tan:

Enclosed please see our Environmental Workforce Development and Job Training grant application – EPA funding opportunity number EPA-OLEM-OBLR-17-01.

- A. Applicant Identification: Oregon Tradeswomen, Inc. 3934 N. E. Martin Luther King Jr. Boulevard. #101, Portland Oregon 97212 DUNS #142712392
- B. Responses to the 8 Threshold Eligibility Criteria:

- a. Applicant Eligibility

Oregon Tradeswomen Inc. (OTI) is an eligible applicant as it is a 501c3 community based nonprofit organization. (See attached IRS letter for proof of non-profit status)

- b. Does Not Duplicate

Oregon Tradeswomen, Inc. is not a recipient of the listed Federal programs. The project does not duplicate other Federally-funded programs as there is no active project in the targeted community from the listed Federal programs. We are not a recipient of other federally funded environmental training programs from the listed Federal programs, and our proposed target community is also not a recipient.

- c. Required HAZWOPER Training

We affirm that the training we offer will include the OSHA 29 CFR 1910.120 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER) that will be provided to **all** trainees in the proposed program as outlined on page 4 & 5 of the proposal.

- d. Federal Funds Requested: \$200,000

- e. Substantial Conformity with Instructions and Format:

Our proposal was carefully crafted and proof-read to make sure we complied with instructions and format.

- f. Training Curriculum Chart Indicating Cost of Each Course is located on pages 4 & 5 of the proposal.

- g. Target Area and Proposal Submission Requirement:

We propose to serve the target area of the Columbia/Willamette Corridor which encompasses the connected communities of the Columbia Slough, Portland Harbor Superfund Site (upper Willamette River), and lower Willamette River, all located within the Metro Regional Government boundaries. We did not receive a FY 2016 Environmental Workforce Development and Job Training Grant.

- h. Submission of Proposal:

We acknowledge that grant proposals are due by February 24, 2017. We understand our responsibilities in submitting correctly by the deadline.

- C. Grant Type: “Environmental Workforce Development and Job Training Grant”

- D. Location: We propose to serve the target area of the Columbia/Willamette Corridor which encompasses the connected communities of the Columbia Slough, Portland Harbor

Superfund Site (upper Willamette River), and lower Willamette River, all located within the Metro Regional Government boundaries.

E. Contacts:

a. Project Director: Connie Ashbrook, Executive Director, p: 503-335-8200 x 22, f: 503-249-0445, e-mail: connie@tradeswomen.net, mailing address: 3934 N. E. Martin Luther King Jr. Boulevard. #101, Portland Oregon 97212

b. Chief Executive: same

F. Date Submitted: February 24, 2017

G. Project Period: three years

H. Population: 251,715 in defined target community and 1,490,171 in Metro Regional Government Area

I. Training: All students will receive certifications of OSHA 29 CFR 1910.120 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER). A portion of students will receive certification in Asbestos Abatement (16 hour) and Lead RRP (16 hour). We will also include strong awareness environmental training in: 1. Solid Waste Management including recycling, material recovery, construction & demolition debris collection and recycling, and waste minimization, 2. Superfund site cleanup and innovative and alternative treatment technologies, 3. Wastewater treatment training and 5. Enhanced environmental health and safety training including safe work practices, correct use of personal protective equipment, lead renovation, repair and painting (RRP), asbestos and others. *Please see chart of training to be delivered on pages 4 & 5.*

Oregon Tradeswomen Inc. has successfully operated the Brownsfields/Environmental Job Training program in the Portland Metropolitan area since 2004. We hope the review committee will agree that this experience, coupled with our strong connections with employers, apprenticeship programs and community groups makes us well-qualified to successfully continue delivering outcomes for the EPA and the low-income residents of the Columbia/Willamette/Portland Harbor Superfund area through this grant program. Through this program, and the EPA/OTI partnership, hundreds of low-income community members have achieved self-sufficiency.

We thank you and the committee for your consideration. If you have any questions, please don't hesitate to call at 503-335-8200 x 22.

Sincerely,



Connie Ashbrook
Executive Director
Oregon Tradeswomen, Inc.

Oregon Tradeswomen, Inc.
Environmental Workforce Development and Job Training for Women Program
Narrative Proposal

1. Community Need

1.A. Community Description:

Our target community is low-income women, including single mothers, women of color, women veterans, and women ex-offenders. These women will be primarily from our target area within the Metro Regional Government boundaries: the Columbia/Willamette Industrial Area that includes the Columbia Slough along the Columbia River, the Portland Harbor Superfund site in the upper Willamette River and the McLoughlin Corridor along the lower Willamette River. The Portland Harbor Record of Decision and the Metro Regional Government’s recent grant from EPA make these connected local communities key ones to target. These communities faces exposure to many hazardous substances, including heavy metals, polychlorinated biphenyls (PCBs), polynuclear aromatic hydrocarbons (PAH), dioxin, and pesticides from the decades of industrial dumping, as well as other contaminants from former gas stations, auto repair shops or abandoned industrial sites. With an average unemployment rate of 9.5% -9.7% for these communities, 13%-21.9% of the residents, and **32.9%-36.1%** of those residents who are single mothers, live in poverty. Additionally, they are 16.7%-28.8% minority, compared to Oregon’s 16.4%. We estimate 60% of our students will be from our target area and 40% will be other low-income women from the four-county Portland Metro area. Based on our past performance 28% - 38% of our students will be women of color and the vast majority of students will be low-income women.

Demographic Information for Target Area

	Columbia/Willamette Target Area				
	Portland Harbor Target Community*	McLoughlin Corridor Target Community**	Portland Metro Area	Oregon	National
Population	205,991	45,724	768,418	3,831,074	314,107,084
Unemployment	9.5%	9.7%	8.8%	9.3%	5.0%
Poverty Rate	21.9%	13.0%	18.1%	16.5%	15.6%
Percent Minority	28.8%	16.7%	21.8%	16.4%	37.2%
Median Household Income	\$49,641	\$51,456	\$54,102	\$51,243	\$53, 482
Poverty Rate of Single Mothers	32.8%	36.1%	40%	41.5%	40.5%

* defined as the 8 zip codes closest to the industrial areas of the Portland Harbor Superfund site, the lower Willamette River and the Columbia Slough.

** defined as: Census tracts 208, 209, 212, 213, 214, 217, 218.02, 219, 223.01, 224

Environmental Justice Concerns: The Columbia/Willamette Target Area is of key economic importance to the region. The Portland Harbor Superfund site is an important part of the City's overall economy, located close to downtown and near many residential neighborhoods. Harbor-area businesses contains 36% (36,000 jobs) of the employment in Portland's industrially zoned districts. However, 18 key river front sites have varying degrees of upland contamination adding heavy metals, polychlorinated biphenyls (PCBs), polynuclear aromatic hydrocarbons (PAH), dioxin, and pesticides to the atmosphere and stormwater run-off. Clean-up activities seem imminent, with City of Portland and State of Oregon both looking to provide funding. For the McLoughlin Corridor, actual clean-up activities are years away, but our partnership with Metro means that women in the region will not only have a greater understanding of brownfields in their community, but will position women affected by the pollution to benefit from the economic development that goes along with the clean-up of this desirable acreage. The training and job experience participants receive will provide the McLoughlin Corridor & Portland Harbor with the experienced workforce needed to handle a clean-up of this magnitude when the time comes. In the meantime, women in the neighborhoods closest to the McLoughlin Corridor & Harbor will gain the skills needed to support themselves and their families, and will gain the knowledge and understanding of the McLoughlin Corridor & Portland Harbor, so as to be a meaningful part of the public participation process as clean-up plans are developed. The Portland Area has a disproportionately higher number of Oregon's brownfields due to the region's history as the major manufacturing center, multimodal port and most populated area. The region has almost 4,000 known brownfields listed in databases maintained by the Oregon Department of Environmental Quality, and hundreds of others that are not yet identified.

1.B. Labor Market Demand for Environmental Workers: The fourteen Environmental Industry employers and stakeholders we surveyed over the past two months while preparing this application, among them those who have hired our past graduates for environmental jobs and those who serve on our Advisory Committee, all indicated a demand for skilled environmental professionals and provided advice on the certifications we are offering. They have indicated a need for HAZWOPER, Asbestos Abatement, Lead RRP, as well as the Environmental Awareness components, OSHA 10 hr, and the Basic Construction we offer. Additionally, partners Verde, Urban League, and Portland Brownfield Program will help our students learn about environmental issues in the community context. Conversations with the **fifty-two employers** that hired our graduates over the past year also informed our decisions. **The Laborers Apprenticeship promises direct entry to all qualified graduates.**

A few examples of upcoming projects our graduates might work on are:

- Maintenance of the City of Portland's 456 miles of storm water pipe, 878 miles of combined sewer pipe, erosion control and the building of storm water bioswales;
- The Portland Harbor Superfund Site and adjacent several hundred acres of vacant industrial land will be available for clean up and redevelopment now that the record of decision is issued by EPA.
- In July 2016 Portland City Council adopted an ordinance, including code language, which requires projects seeking a demolition permit of a house or duplex to fully deconstruct that structure if it was built in 1916 or earlier or is a designated historic resource. With Council's unanimous approval of that ordinance, Portland became the first

city in the country to ensure that valuable materials from demolished houses and duplexes are salvaged for reuse instead of crushed and landfilled. This will create a **huge demand for deconstruction, abatement and material reuse workers**. Increased deconstruction will: divert 8 million pounds (4,000 tons) of materials for reuse (annually); create job opportunities that act as a pathway for construction careers; and increase the likelihood of discovering materials containing lead and asbestos for safe removal and disposal.

- Brownfield assessment funds which will lead to clean up have been awarded in the close-by cities along the McLoughlin Corridor and in Sherwood, Tigard, Beaverton, Troutdale, and Vernonia;
- Land for building is scarce in the region, over 43% of redevelopable land supply, 564 acres, was potential brownfield or had an environmental overlay.

2. Training Program Description

A. Training Program Structure is Inter-disciplinary, Realistic, Innovative, Comprehensive:

Oregon Tradeswomen, Inc. specializes in preparing women for a wide variety of highly-skilled, high wage blue-collar careers. Many of the women who enter our program know they are interested in a blue-collar, physical career, but do not know about the wide variety of careers available, including environmental careers, and do not have the information needed to make an informed decision. It is only after visiting job sites and apprenticeship training centers, hearing speakers from the trades, having success with physical tools and tasks, meeting industry women role-models, learning about various careers that women decide what career is right for them. That is why we made the change to have our basic 5-week program (funded with leveraged dollars), followed by a choice of one of five tracks for more intensive training and/or career development: Environmental, Building & Construction, Manufacturing, or Facilities Maintenance. Only those truly interested and committed to an environmental career, about 1/3 of our students, will choose that track.

93% of our 2012-2014 project graduates were placed in positions where they applied their environmental skills.

We plan to offer eight environmental job training cycles of 74 hours for 7-9 students in each cycle; starting at least 58 students and graduating at least 50. 19 students may access 16 hours of additional environmental electives

This first section is offered by leveraged dollars In-kind. Life Skills, Job Readiness & Blue-Collar Career Prep

Course Name	Awareness / Advanced	State or Fed. Rec. Certs.	# of Hrs	# of times offered & when to student	Training Provider
*Math & measuring skills; *Work readiness planning: transportation, childcare, work wear & tool needs; *Workplace Issues: industry culture and expectations; *Career portfolio development: transcripts, resume, master application, letters of recommendation, interview practice. Hands-on tool use in field practice on community build sites Industry career exploration: field trips to industry partners Fitness, Strength & Endurance Sub-total hrs in-kind training	N/A	Yes*	50 hrs,	8 sessions of 20 students each session, evenly spaced thru first 2-years of project period	OTI
	N/A	Yes*	32.5 hrs		
	N/A	Yes*	19.5 hrs		
	N/A	Yes*	10 hrs		
			112 hours		

*Applies towards State Apprenticeship Council-recognized Pre-apprenticeship Certificate.

Environmental Course Name	Level of Training	Type of Certification	# of Hours	Start Date End	# of Times & # of students Offered	Training Provider	Cost of Course	Percent of Grant Budget
Solid Waste Management or Cleanup-related awareness with a focus on deconstruction, salvage and recycling.	Awareness	None	3 hr total: 1 hr Classroom 2 hr tour industry sites	On-going from July 2017-May 2019	8 sessions of 20 students, evenly spaced in first 2-yrs	OTI & Industry	\$7,479	4%
Innovative and alternative	Awareness	None	3 hr total: 1	same	same	OTI,	\$7,479	4%

treatment technologies awareness training. Awareness of environmental justice and brownfields in the community, taught by Portland Brownfield Program													
Portland Harbor Superfund curriculum	Awareness	None	1 hr Classroom	10 hrs	11 hrs	40 hr	6 hr	74	As needed	As needed	As needed	As needed	As needed
OSHA 10 Hr Safety including MSDS & chemical hazards	Advanced	Federal	10 hrs Classroom	10 hrs	11 hrs	40 hr	6 hr	74	As needed	As needed	As needed	As needed	As needed
Training in the building trades related to constructing berms, caps, synthetic barriers, etc to remediate contamination	Awareness	State	10 hrs	10 hrs	11 hrs	40 hr	6 hr	74	As needed	As needed	As needed	As needed	As needed
HAZWOPER	Advanced	Federal	10 hrs	10 hrs	11 hrs	40 hr	6 hr	74	As needed	As needed	As needed	As needed	As needed
Environmental Career Planning	Awareness	None	10 hrs	10 hrs	11 hrs	40 hr	6 hr	74	As needed	As needed	As needed	As needed	As needed
Total Hours Environmental													
Asbestos Abatement (Elective, as needed for employment)	Advanced	Federal	16 hr	16 hr	16 hr	16 hr	16 hr	74	As needed	As needed	As needed	As needed	As needed
Lead RRP (renovation, repair and painting) (Elective)	Advanced	Federal	16 hr	16 hr	16 hr	16 hr	16 hr	74	As needed	As needed	As needed	As needed	As needed

3. Budget

EPA Project Funding	Outreach & Screening	Instruction	Program Management	Placement/ Tracking	Total
Personnel	\$ 37,000	\$ 19,164	\$ 14,000	\$ 25,000	\$ 95,164
Fringe Benefits @.30.5%	\$ 11,285	\$ 5,845	\$ 4,270	\$ 7,625	\$ 29,025
Travel		\$ 8,000	\$ 3,200		\$ 11,200
Contractual	\$ 5,000	\$ 54,220			\$ 59,220
Supplies	\$ 2,191	\$ 3,200			\$ 5,391
Total	\$ 55,476	\$ 90,429	\$ 21,470	\$ 32,625	\$200,000
Non-EPA Project Funding	\$ 334,766	\$ 436,602	\$ 185,000	\$ 361,320	\$1,317,688

Past experience shows that our proposed budget is adequate and contains the proper elements for our training program; this budget is similar to that of previous successful projects. Our budget is managed through: establishment of an annual budget, tracking of costs through Quickbooks, monthly financial reporting that is analyzed by the program manager and overseen monthly by OTI's board of directors. Funds in the third year will support placement and tracking.

Budget Narrative: We will follow federal grant guidelines regarding expenditures. The majority of federal funds will be spent on tuition for the students and program coordination. The budget is built on providing complete training for 50 graduates and placing at least 80% in environmental careers.

OUTREACH: Community Outreach will be \$7,000 for the Communications Manager (7.5% fte for yrs 1 & 2) who will develop and circulate outreach materials and advertising, \$5,000 for the contract Women Veteran Outreach Specialist over 2 yrs. Outreach advertising @ \$2,691 includes \$1,591 in social media and print ads and \$600 in fees for display tables at an estimated six community outreach events. **Employer Outreach** will be \$8,000 of the Career Counselor (11% fte yr 1-2) & \$10,000 of Job Placement Specialist (10% fte yr 1-2) time in reaching out to establish relationships with employers who could potentially hire graduates. Outputs for Outreach include educating over 800 members of vulnerable populations and the organizations that serve them about the program and building relationships with at least 75 employers.

SCREENING AND ENROLLMENT: This will be \$4,000 of the Intake/Class Assistant (6% fte yr 1 & 2) who performs a variety of tasks around screening and enrollment and \$8,000 of the Career Counselor (11% fte yr 1 & 2) to screen candidates. Outputs for Screening and Enrollment include 400 screened for Awareness class and 200 enrolled, 180 screened for Environmental Intensive and 58 enrolled.

INSTRUCTION: includes \$5,694 for the Program Manager (5.5% FTE Yrs 1&2), \$ 5,757 for the Construction instruction Manager (5.5% fte yr 1 & 2), and \$3,981 for the Career Counselor (5.5% FTE Yrs 1&2), who will design curriculum, coordinate the class and contract instructors as well as teach Awareness classes and Portland Superfund Awareness and Environmental Career Planning, \$3,732 of the Intake/Class Assistant (5.5% fte) who assists in setting up each

class and performs a variety of clerical tasks to track students' progress in class. Contract classes include HAZWOPER \$6,090 x 8 = \$48,720, Asbestos Abatement 4 students X \$250 = \$1,000; and Lead RRP \$300 x 15 = \$4,500. \$8,000 toward cost of class fieldtrips @ \$500 x 16 trips. \$3,200 for classroom supplies, which may also include testing for respiratory fit, drug testing, and/or Personal Protective Equipment suitable for brownfields site visits. Outputs include 200 program participants begin Basic (in-kind) and Awareness training and 160 graduate, 58 begin Environmental Intensive training, 50 graduate; 4 students learn asbestos abatement and 15 students earn lead RRP certification.

PROGRAM MANAGEMENT: includes \$7,000 of Project Director (3% FTE, yr 1, 2, 3) to manage the project & staff, write reports, manage outreach, manage training partners, and coordinate the Advisory Committee, track progress of participants and other project management tasks as well as present about the project at a variety of community meetings and events. The Program Manager \$7,000 (4.3% fte yr 1-3) to manage staff, write reports, track progress of participants and other tasks. Includes \$3,200 in travel to the annual Brownfields Job Training conference (2 years.) Output is overall effective management, project success and timely reporting.

Placement/Tracking includes \$10,000 of Job Placement Specialist (6.3% fte yr 1-3) time, and \$15,000 of the Career Counselor to place and track candidates (14% fte yr 1 & 2, 5% yr 3), after graduation. Output is the ability to track 50 graduates progress towards gaining and retaining employment.

Fringe benefits of 3% pension, 16.5% health insurance as well as 11% payroll taxes are added.

4. Program Structure, Anticipated Outputs and Outcomes

4.A. Outputs and Outcomes:

We plan to offer seven to eight environmental job training cycles of 74 hours for 7-9 students in each cycle; starting at least 58 students and graduating at least 50 with a placement rate of 80% or at least 40 graduates entering environmental careers. 19 students could take additional certifications if needed for employment. The environmental training is preceded by a five-week session of in-kind general blue collar professional, life-skill and job readiness training (112 hrs), creating a knowledgeable pool from within which to recruit those with a dedicated interest in an environmental career.

Overall # of Participants enrolled in Program	# of Graduates from Program	# of Graduates Placed in Environmental Positions	# of Graduates Not Placed but Pursuing Further Education
58	50	40 (80%)	2

Plan for Evaluating Progress and Success in Achieving Project Outcomes and Outputs:

Evaluation/ Measurement tool	Who uses it	Timelines	Criteria for success
Milestones set, program team meetings	Staff, Board, Advisory	Data collected daily, analyzed	Milestones met, make necessary changes & corrections data suggests. Can we track our outcomes/outputs? Does data show they are being reached? Suggestions &

		weekly	decisions to reach outcomes and outputs
Board meetings	Staff, Board	Monthly	Board reviews program & financial reports, ensuring within budget, goals
Advisory Committee – employers, partners, government agencies and community	Staff, Advisory	Quarterly	Are outcomes being achieved? Do trainees have skills needed by employers? Is program bringing qualified residents into the environmental workforce? Is program reaching milestones? Are we partnering well with the community? Is the community involved?
Survey of participants	Staff, Board, Advisory	Yearly	Has the program helped them achieve independence and self-reliance? Do they feel able to participate in the promotion of environmental health?

Milestones are Clearly Identified, Detailed and Realistic: From our eighteen years’ experience and success in training and job placement, including twelve years of Brownfields/Environmental Job Training, we know these are achievable milestones and objectives with the help of our committed partners and leveraging. We have consistently met or exceeded the majority of our outputs and outcomes in previous awards. *Please see the milestone chart in the attachments and the chart showing our accomplishment of deliverables on page twelve.*

4.B. Recruiting and Screening:

OTI will perform extensive outreach in the Columbia Willamette target area that includes the 8- zip codes along the Columbia Slough and upper Willamette Portland Harbor and 10 census tracts closest to the McLoughlin Corridor lower Willamette. Our specially designed database allows us to target outreach efforts from our listings of over 125 community-based organizations, including those serving minority communities, in those areas in order to publicize the Project. Metro has committed to work with us to reach community members interested in environmental job opportunities in the McLoughlin Corridor as one of their five main EPA grant project outcomes. OTI is well known and respected in the community, and our attendance at community meetings and events will allow us to capitalize on this familiarity to the benefit of the training project. OTI presents regularly at Coffee Creek Women’s prison and works with re-entry programs to reach ex-offenders. Advertising in community newspapers, especially minority community papers, will enable us to reach even more neighborhood households. **Our web site has a page dedicated to portraying diverse women in Environmental careers:**
<http://www.tradeswomen.net/environmental-workers/>

Special Outreach to Women Veterans: We have a special outreach program for reaching women veterans, through a network of Portland-metro area agencies and community-based organizations serving the specific needs of local female veterans, and staffed by **Suzanne Scheans, a Journey-level Steamfitter and Navy Veteran.** About 4% of our students are veterans.

Screening, Retention & Attrition: Through Oregon Tradeswomen Inc.’s long experience in training women for industry, we have identified important criteria for success in both the

training, and in employment. We will screen recruits for the following qualifications through an individual career counseling appointment:

- GED or High School Diploma,
- Ability to obtain a driver's license,
- Register with WorkSource,
- At least 6 months of sobriety,
- Good physical condition,
- Ready to be employed,
- Ability to pass a drug test and
- Basic English communication.

Prospective trainees who do not meet qualifications or trainees who drop out for various reasons will be referred to their local One-Stop and other appropriate community services. Services through leveraged dollars and referrals to partner agencies assist students with barriers to be retained.

Potential Fees: Training, including certification fees will be at no cost to the participant.

Accessibility to Training Facilities: Training will be held at several sites, most within 5 miles of the Oregon Tradeswomen office, and easily accessible by bus or auto, with free parking. OTI provides a shuttle for our field trip days.

4.C. Program Support: OTI has eighteen years experience of placing individuals within industrial occupations, and for the past twelve years that has included brownfields remediation and environmental careers. **In our most recent completed Environmental Worker Program, we placed 93% of our 46 graduates, exceeding both our training goal of 35 and placement goal of 27.**

Job search support, resources and continuous employment strategies range from building broad industry awareness of our program with employer communities, to job matches and mentoring between individual employers and graduates.

Resources: Oregon Tradeswomen's Career Counselors will be available to assist both graduates and their employers with problem solving for work site and job retention issues. Oregon Tradeswomen's Ready-to-Earn Fund is available (in-kind with leveraged dollars) to assist participants with childcare, transportation, work gear and other job entry and retention costs. At least \$3,000 a year is designated for these costs.

Tracking Graduates, Retention Strategies: Graduates will be tracked by Oregon Tradeswomen for at least two years, including a minimum of one year after the close of the grant, through our specially designed data base in FileMaker Pro and staff communication. OTI's monthly support group meeting and FaceBook page encourages the peer-to-peer mentoring we foster during the class, as well as providing a forum for us to stay connected to graduates.

Local Incentives for Encouraging Employment: The City of Portland, Portland Development Commission, Metro and Multnomah County currently utilize an ambitious program to encourage the use of lower-income diverse residents on City and County-funded projects, including a 14% goal for women workers on PDC projects. This program is designed to increase the numbers of women and minorities in the construction trades through apprenticeship opportunities on projects. Each construction contract that is over \$200,000 for general contractors, or \$100,000 for subcontractors, is asked to allocate 20% of labor hours, per trade, to state-registered apprentices; make reasonable and necessary attempts to employ a diverse workforce; and submit monthly employment reports. Oregon Tradeswomen has a history of working closely with the City, Metro and County which has paved the way for graduates of the Environmental Workforce

Development and Job Training program to work on the development projects outlined on page 2 under *Demand for Environmental Workers*.

§.D. Program Sustainability: OTI has been able to sustain our environmental job training program in times when EPA funds have been exhausted. We maintain a strong program with leveraged dollars and employer connections. With the strong interest in diversity and inclusion from partners cleaning up the Portland Harbor and from local governments such as the Port of Portland, City of Portland and Metro, we expect additional resources to sustain our program over the coming years. We highly leverage EPA dollars so that we can provide soft-skills training and robust supportive services to all of our students.

5. Programmatic Capacity

5.A Grant Management System

OTI has in place the capacity for oversight, management, fiscal monitoring/reporting, data tracking/reporting, and project management that is needed to successfully undertake a project of this nature. Planning, trouble-shooting and problem solving will occur in a combination of weekly staff meetings, monthly Project team meetings and quarterly Project Advisory Committee meetings. Our specially designed database allows us to track participant flow from initial outreach, to training, placements, and retention. Regular opportunities to examine benchmarks and put corrective actions in place assure that we meet or exceed project objectives. For instance, The Oregon Department of Transportation had this to say about our performance, “I am pleased to report that OTI demonstrated very strong programmatic and institutional capacity in its contract performance. OTI exceeded both contract reporting requirements and contract performance expectations. We were very satisfied with their planning, work performance, outcomes, and submission of final technical reports.”

OTI Staff Expertise/Qualifications, and Experience:

Connie Ashbrook: Executive Director of Oregon Tradeswomen, Inc. since 1996, and Project Manager for the EPA grant. Connie has extensive experience in supervision, project development and planning, business plan development, organizational development, project and fiscal management. She has received training in cultural and ethnical sensitivity, and has put that training into practice for her agency. She served on the Oregon State Apprenticeship and Training Council for 9 years. Since 2010 she has served on the Federal Advisory Committee on Registered Apprenticeship.

Abby Bandurraga: Program Manager for our Training: Prior to becoming part of the OTI team, Abby worked as a Graduate Research Assistant at Portland State University (PSU) for six years on a project in partnership with the National Indian Child Welfare Association. Abby holds an MSW from PSU and is currently pursuing a PhD. Her additional work experience has been with youth and young adults experiencing socio-economic and educational challenges.

Amy James Neel: Instructor and Job Placement Specialist. Amy comes to Oregon Tradeswomen after an 18 year career as a professional builder and General Contractor. She is responsible for assisting in the classroom as well as teaching our students hands-on construction skills in the field. She excels at reaching out to employers and making the match between their employee needs and the skills of our graduates.

OTI has a System to Retain Project Leadership, Recruit Qualified Staff, Develop Resources:

To retain project leadership we invest in staff development, and develop an organizational culture that leads to staff cohesion and job satisfaction. We cross-train, so that if staff leave, there

remains the knowledge and understanding to continue. We have a solid system for recruiting and hiring if there is a vacancy. We have two staff who are devoted to resource development.

Contract Plan: We intend to contract for some of the certificate training. We will use a competitive process consistent with regulations, make efforts to provide small & disadvantaged businesses opportunity to compete and make a price analysis. Past research has shown a number of qualified training providers in the Region such as NRC, PBS Environmental and others.

5.B. Organizational Experience

OTI's Experience in working with Minority, Unemployed, Veteran and Ex-Offenders in the Community We Plan to Serve:

Oregon Tradeswomen Inc. has a long history of working with the community we plan to serve, and our high-level of success means we are seen in the community as a valuable resource and ally. For the past eighteen years we have been providing training and placing low-income, minority, unemployed, veteran and ex-offender women in our targeted community. Most of our students were living in poverty, under 50% of area median income, either in low-waged work (47%), unemployed (31%) or on welfare (22%). Typically 4% of students were veterans and 10% were ex-offenders. Generally, 28-38% of our graduates are minorities, more than the 21.8% minority demographics in our region, and we have targeted outreach processes to ensure that we reach this important group to serve. Our training is designed to be very accessible to low-income residents without extensive formal education. Our instructors have received training in working with low-income persons, and cultural competency. 40% of our staff and 25% of our Board of Directors are minority, and most live in the community to be served.

Experience in Environmental Training as it relates to our Proposed Curriculum

Our initial training will be done in-house with our experienced staff. OTI Instructor Amy James Neel has delivered our environmental awareness training since 2007. She is expert in developing and adapting curriculum to our students. She is a Journey-Level Carpenter, trained in Lead RRP and OSHA 10 hr, and selects the contractors who provide HAZWOPER, Asbestos Abatement, and Lead RRP. She is familiar with the variety of vendors available to provide this training. We have successfully managed our EPA projects since 2004.

Criteria to Select Contract Environmental Training: OTI will follow the procurement regulations contained in 40 CFR Parts 30 and 31 to competitively contract for services, making efforts to provide small & disadvantaged businesses opportunity to compete and making a price analysis. Other criteria will be ease of access by students to the training facility, providers who have a proven track-record of success with low-income women students, and if they use methods of instruction appropriate to students who have typically not been comfortable in a classroom.

Experience in the Employment and Training Field: OTI has eighteen years experience of placing individuals within industrial occupations, and for the past twelve years that has included brownfields remediation and environmental careers. **In our most recent completed**

Environmental Worker Program, we placed 93% of our 46 graduates, exceeding both our training goal of 35 and placement goal of 27.

Job search support, resources and continuous employment strategies range from building broad industry awareness of our program with employer communities, to job matches and mentoring between individual employers and graduates.

5.C. Audit Findings

OTI has had no adverse audit findings or problems with the administration of any grants. We have used the firm of James E. Richman, CPA, PC or Kern & Thompson, LLC CPAs for the past five years on our annual financial audits. OTI has had no adverse EPA or other grant audit findings

5.D. i) Current or Past EPA Brownfields Grants Received

We have had five past EPA Job Training Grants.

Funds expenditure: No funds were remaining in past grants, and \$47,925 is remaining in our current open grant, but will be expended by June 2017.

Compliance: a. We were successful in our past grants with compliance with the work plan, schedule and terms and conditions. In four of the five past projects, we exceeded both training and placement numbers planned, thanks to leveraged dollars, and are poised to do the same for our current grant.

b. Quarterly Reports: Reports have been submitted regularly and thoroughly. Six times in the twelve years we were a few days to a few weeks late with submission, each time notifying our grant officer. Complete financial reports were successfully submitted, sometimes slightly late.

ACRES Reports: We are currently up to date in ACRES in our current and most recent grant reports. We did not enter grant reports in ACRES in 04/06 and 07/09.

ii) Accomplishments

Grant #	Project Period	Funds Expended	# trained	# placed	% in f/t employment	Data updated in Acres
JT-97085901-0	10/1/04 to 9/30/06	\$196,440	56	40	71%	YES
JT-960488-01-0	4/1/07 to 3/31/09	\$198,332	138	87	63%	YES
JT-960882-01-0	4/1/09 to 9/30/11	\$198,300	172	115	67%	YES
JT-00J68201-0	7/1/12 to 12/31/14	\$200,000	46	43	93%	YES
JT-01J08101-0	7/1/15 to current*	\$192,300 awarded, \$144,375 expended	40	24	60% to date	YES

***two more classes and additional placement activities scheduled before end of grant.**

Accomplishments	04/06	07/09	09/11	12/14	15/17
a)Number committed to train/place in proposal, number in work plan	45/30 proposal 45/30 work plan	140/ 91 proposal 140/ 91 work plan	120/ 77 proposal 120/ 77 work plan	40/27 proposal 40/27 work plan	50/42 proposal 48/39 work plan*
b)Number trained	56 trained	138 trained	172 trained	46 trained	40 trained, 2 more classes scheduled
c)Placement rate	40 placed/71%	87 placed/63%	115 placed/67%	43 placed/93%	25 placed to date/60%

d)Were original training and placement goals met?	Both exceeded	Training & placement goals not quite reached	Both exceeded.	We exceeded all goals.	We expect to exceed all goals.
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*reduced because amount of award was reduced 9.6% from requested \$200,000.

d) Steps taken to improve: During the 07/09 and 09/11 projects Oregon was experiencing a very high unemployment rate, which affected our placement rate. However, due to ARRA dollars that leveraged the project, we were able to train a large number of students. With our 12/14 project, our new more targeted approach has been very successful with placements.

6. Community and Employer Partnerships

6.A. Collaboration with Entities Involved with Local Remediation and Environmental Projects:

Oregon Tradeswomen Inc. and the Portland Brownfield Program, housed at Portland’s Bureau of Environmental Services (BES) have been working in partnership since 2003. BES currently manages assessment and cleanup funding from the EPA and the City. The Portland Brownfield Program uses several tiers of contractors to conduct environmental assessment and remediation work, including those whose employees are required to possess certifications provided through Oregon Tradeswomen Inc.’s brownfield job training program. Efforts are made to make connections between Oregon Tradeswomen and these employers. The Program has committed to helping students learn about brownfields in our community by hosting a tour for each class of students. **Local Economic Development Office:** OTI has received funding for our training and placement services from the City of Portland’s economic development office, the Portland Development Commission, each year since 2004. This funding is expected to continue in the future, and provide leveraged dollars for the project. The PDC includes a 14% goal for women workers on their projects and works to connect their contractors with OTI and our graduates. OTI has worked with Metro as an employer of solid waste & recycling workers since 2012. For this project, OTI will also work with Metro in their capacity of economic development and brownfields remediation, to educate the residents of the McLoughlin corridor about careers and job opportunities available in environmental remediation, and to recruit residents for our job training program. *(Please see letters of commitment in the attachments from Metro and Portland Brownfield Program)*

6.B. Community Partnership Building:

The development of this proposal is the culmination of discussions and continuous improvement since 2004 between different groups in the target community, including local community groups such as the Urban League, Native American Youth and Family Association, Worksystems – the local Workforce Investment Board, Portland Community College, community members, past students, employers, apprenticeship programs and the environmental justice group **VERDE**. This project is built on OTI’s success as well as challenges with our 2004/2006, 2007/2009 and 09/11 Brownfields Job Training grant projects, 12/14 and 15/17 Environmental Job Training grant project which received continuous improvement input through advice and **public comment** received at meetings of our Advisory Committee with its representatives from employer, community, government; from surveys of graduates; and meetings with community partners. Program graduates provide **public comment** about our training and project to OTI as they serve

on our Board of Directors, as class speakers and as committee members. Our community-based partners will add value to the OTI Environmental Job Training Project by referring clients to the program and by offering support services and educational services. *(Please see supporting letter from VERDE)*

Our Program Ensures that Trainees are Job-Ready: Our initial training (**in-kind for this project**) delivers comprehensive life skills training, job readiness and career awareness and is followed by the Environmental Track skills building and certifications to ensure that students have the skills and credentials for employment. During the initial training program, students create a career plan that outlines their childcare, transportation, tools and work gear needs. Right before graduation, each student meets with our career counselor to discuss their career goals, career plan, and any job readiness needs they might have. Funding from the Portland Development Commission, local foundations, and industry sponsors pay for in-kind training and those needs.

OTI works closely with Worksystems Inc.(WSI - the local Workforce Investment Board) and local One Stop Career Centers (WorkSource), which WSI oversees, acts as referral sources for OTI and helps eligible OTI trainees and graduates access support services, employment placement support, On-The-Job-Training and access to other skill development and training resources. The Workforce Investment Board will add value to the OTI Environmental Worker Training Program with leveraged funding of \$95,000 in 2017, with additional funds expected in future years. *(Please see supporting letter from Worksystems)*

6. C. Employer Involvement:

Oregon Tradeswomen, Inc. gained has gained employer advice for continuous improvement while running our program over the past twelve years. Our most recent Environmental Advisory Committee meeting provided important current input from the 8 employers, environmental project owners and community stakeholders in attendance. Conversations with the 52 employers that hired our graduates over the past year also informed our decisions. Please see the employer letters and the chart below (necessarily condensed because of space limitations) for a demonstration of that involvement as well as their strong commitment to hire graduates.

Name/Title/Firm or Organization	The following are long time connections of 3-10 years who we work with and consult on a regular basis. They were all consulted in the planning of this project.
Erin Macauley, Interim Training Director, Oregon and SW Idaho Laborers-Employers (LiUNA) Apprenticeship	<u>Commits to direct entry for qualified OTI grads into LiUNA Apprenticeship and employment.</u> Provides industry information and contacts, advises as to curriculum, provides in-kind curriculum. Will assist with connecting graduates to employers, serves on advisory committee.
Don Francis, Owner, EcoTech	Served on Advisory Committee. Has hired grads. Provided information on industry outlook, reviewed curriculum, potential employer of graduates.
Elissa Gertler, Planning and Development Director METRO Regional Gov.	Has hired grads. Sees steady work for recycling workers in region. HAZWOPER 40 hr recommended. Provided information on industry outlook, potential hiring contacts, reviewed project outcomes and outputs. Outreach partner in

	McLoughlin Corridor EPA grant.
Randy Legler, Regional Emergency Response Manager, NRC Environmental Services Abatement, Clean-up	Contractor for City of Portland, Clean Rivers emergency response, State of Oregon emergency response. Recommends HAZWOPER, Confined Space Entry training. Commits to supporting ongoing development of OTI environmental training program, tours of their facility, consideration of OTI grads as employees.
Stephen Reichard, Executive Director, ReBuilding Center	Two grads currently employed there. Steady work projected, and 1-2 future hires projected annually. Will hire deconstructionists and lead abatement workers. Training needs are for Lead RRP.
Der Lovett, Owner, Lovett Deconstruction Deconstruction, material recovery, recycling	Has hired grads, provided advice on curriculum, commits to considering OTI grads for employment.
Annie Tucker, President, Cascade Radon, Inc.	Served on Advisory Committee. Provided information on industry outlook, reviewed curriculum, potential employer of graduates.
Jenn Bildersee, Program Coordinator, City of Portland Brownfield Program	Served on Advisory Committee. Provided information on industry outlook, potential hiring contacts, reviewed curriculum, reviewed project outcomes and outputs. Will connect OTI to employers. Leads brownfields discussions and tours for students.
Suzanne Kahn, Maintenance Group Manager, Portland Bureau of Transportation	Commits to considering OTI grads, has hired 3 in past year. Planning to assist OTI with further training for students.
Sam Erman, Operations Manager, Ash Creek Forest Management, LLC	Served on Advisory Committee. Provided information on industry outlook, reviewed curriculum, potential employer of graduates.
Alpha Energy Savers	Has hired graduates
IRS Environmental of Portland	Has hired graduates
Salvage Works	Has hired graduates
TCB Industrial	Has hired grads, provided advice on curriculum, commits to considering OTI grads for employment.

7. Leveraging:

Non-EPA Leveraged Funds: OTI expects to have \$834,398 in leveraged funds for the first two years of the project and \$150,000 for the third year. Expected and known annual leveraged funds of \$825,798 from Oregon Tradeswomen support initial training costs, administrative costs, direct and indirect expenses, and \$8,600 for student assistance with childcare, transportation and work gear. Known leveraged funds are a \$99,580 per year annual renewable grant from the City of Portland Development Commission, \$30,000 from our DOL WANTO grant, \$23,000 from Meyer Memorial Trust for Outreach and \$211,293 per year from the Oregon Bureau of Labor and Industries Expansion contract. Expected leveraged funds based on past funding levels are: Grants from local governments and other private foundations similar to the \$222,000 received in 2016. Industry donations, similar to the \$169,450 received in 2016 from 52 industry sponsors.

4. ATTACHMENTS Index:

- 1. Documentation of applicant eligibility: 501 c 3 letter**
- 2. Milestones Schedule**
- 3. Other Factors Checklist**
- 4. General Support Letters:**

Letters of collaboration with local remediation and environmental projects/economic development office

- 1) **City of Portland Brownfield Program**, Jenn Bildersee, Program Coord (503) 823-7740
- 2) **Metro**, Elissa Gertler, Planning and Development Director (503) 797-1833

Community Partnerships

- 3) **VERDE**, Alan Hipolito, Executive Director (503) 980-5260
- 4) **Worksystems**, Andrew McGough, Executive Director (Workforce Investment Board)

Employer Involvement

- 5) **City of Portland Bureau of Transportation**, Suzanne Kahn Maintenance Group Manager 503-823-1700
- 6) **Lovett Deconstruction**, Der Lovett, Owner, 503-954-2347
- 7) **Laborers-Employers Apprenticeship**, Erin Macauley, Interim Training Dir. (541)745-5513 or (503) 333-3585
- 8) **NRC**, Randy Legler, Regional Emergency Response Manager, 503-282-1150 or 503-849-2981
- 9) **ReBuilding Center**, Stephen Reichard, Executive Director, 503.407.3353

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

DEPARTMENT OF THE TREASURY

Date: MAY 09 2003

OREGON TRADESWOMEN INC
PO BOX 86620
PORTLAND, OR 97286

Employer Identification Number:
31-1655001
DLN:
17053081757053
Contact Person:
MICHAEL A LUDWIG ID# 31470
Contact Telephone Number:
(877) 829-5500
Our Letter Dated:
July 1999
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.

You are required to make your annual information return, Form 990 or Form 990-EZ, available for public inspection for three years after the later of the due date of the return or the date the return is filed. You are also required to make available for public inspection your exemption application, any supporting documents, and your exemption letter. Copies of these documents are also required to be provided to any individual upon written or in person request without charge other than reasonable fees for copying and postage. You may fulfill this requirement by placing these documents on the Internet. Penalties may be imposed for failure to comply with these requirements. Additional information is available in Publication 557, Tax-Exempt Status for Your Organization, or you may call our toll free number shown above.

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

Letter 1050 (DO/CG)

TASK	Quarter 1 2017			Quarter 2 2017			Quarter 3 2018			Quarter 4 2018			Quarter 5 2018			Quarter 6 2018			
	1 Jul	2 Aug	3 Sep	4 Oct	5 Nov	6 Dec	7 Jan	8 Feb	9 Mar	10 Apr	11 May	12 Jun	13 Jul	14 Aug	15 Sep	16 Oct	17 Nov	18 Dec	
Outreach to employers begins and continues for life of project																			
Outreach to community & recruitment of students																			
Orientation and Screening of students																			
Class site arrangements																			
Instructor coordination																			
Initial/Awareness Classes	Initial 1	Initial 1	Initial 1	Initial 2	Initial 2	Initial 2	Initial 3	Initial 3	Initial 4	Initial 4	Initial 5	Initial 5	Initial 6	Initial 6	Initial 6	Initial 6	Initial 6		
Environmental Intensives	E1	E1	E1	E2	E2	E2	E3	E3	E4	E4	E5	E5	E6	E6	E6	E6	E6		
Students starting training	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9	7-9		
Approx. cumulative number of graduates				6-7	6-7	12-14			18-21	18-21	24-28	24-28	30-35	30-35	36-42	36-42	36-42		
Placement of graduates & cumulative # of placements				2	2	3	4	4	6	8	10	11	12	13	14	15	16	17	18
Retention tracking of recruits/ students/ graduates																			
Advisory Committee Meeting																			
Quarterly Reports																			
Final Report																			

Schedule of Significant Milestone Tasks (1 of 2)

Appendix 3 Other Factors Checklist

Other Factors Checklist

Name of Applicant: Oregon Tradeswomen, Inc. Please identify with an **X** any of the items below which may apply to your proposed Environmental Workforce Development and Job Training Grant project area as described in your proposal. Also, provide the page number and where the information is located within your proposal on how you meet the factor on the line provided next to each factor. EPA may verify these disclosures and supporting information prior to selection and may consider this information during the evaluation process.

- Recent (2008 or later) significant economic disruption (unrelated to a natural disaster or manufacturing/auto plant closure/power plant closure) has occurred within the community, resulting in a significant percentage loss of community jobs and tax base. _____
- Fair distribution of funds between urban and non-urban areas, including an equitable distribution of funds to “micro” communities (those communities with populations of 10,000 or less). Provide your total population count below.
- Fair distribution of funds between new applicants and previous job training grant recipients; (“New” applicants are also defined as organizations that received EPA brownfields job training grant funding in 2008 or prior to 2008) Indicate whether or not you have ever received EPA job training grant funding before, and if so, in what year(s) did you receive funding?
- Whether the applicant is a federally recognized Indian Tribe or United States Territory, or is an organization that will primarily serve tribal or territorial residents.
- The needs of communities adversely affected by natural disasters (2012 or later).
- Whether the applicant is a recipient or a core partner of a HUD/DOT/EPA Partnership for Sustainable Communities (PSC) grant and the proposed target area includes the same area served through the PSC funding. Examples of PSC grant or technical assistance include a HUD Regional Planning or Challenge grant, DOT Transportation Investment Generating Economic Recovery (TIGER), or EPA Smart Growth Implementation or Building Blocks Assistance, etc. _____
- Whether the applicant is one of the 24 recipients, or a core partner/implementation strategy party, of a “manufacturing community” designation provided by the Economic Development Administration (EDA) under the Investing in Manufacturing Communities Partnership (IMCP). A core partner/implementation strategy party is a local partner organization/jurisdiction that will carry out the proposed strategy, as demonstrated in letters of commitment or memoranda of understanding which documents their contributions, roles, and responsibilities to the partnership. EDA may provide EPA a list of the core partners/implementation strategy parties for each of the 24 “manufacturing community” designees, which EPA would use to verify this factor. Applicants must clearly demonstrate there is a nexus between their IMCP designation and the proposed training activities. _____

X Proposals that seek to serve veterans. Please see page eight of the proposal.



CITY OF PORTLAND ENVIRONMENTAL SERVICES



1120 SW Fifth Avenue, Room 1000, Portland, Oregon 97204 ■ Nick Fish, Commissioner ■ Michael Jordan, Director

January 15, 2017

To Whom It May Concern:

As manager of the City of Portland Brownfield Program, I regularly see the demand for a skilled and certified workforce in the field of brownfield remediation. The need for this workforce is growing as we continue to address our legacy of historic environmental degradation. OTI has consistently worked towards building a strong future generation of workers in the trades. I enthusiastically submit this letter in support of Oregon Tradeswomen Inc's proposal for an EPA Brownfield Job Training Grant.

Like many cities, Portland, Oregon continues to carry forward initiatives that put people back to work, especially at a livable wage. The Brownfield Program focuses on returning idle, contaminated land back into productive use for the shared purpose of environmental and economic well-being. Brownfield redevelopment creates demand for a skilled workforce in the specialized field of brownfield cleanup. The training provided by Oregon Tradeswomen is critically designed and consistently re-evaluated with industry guidance, and provides relevant skills to people in a way that increases their personal capacity to earn a better wage, provide a better life for their families, and contributes to the community.

As a partner, the Portland Brownfield Program provides assistance to Oregon Tradeswomen Inc. by leading brownfield discussions and tours to each training class. OTI students and graduates have contributed to redevelopment work on multiple sites receiving assistance through the Brownfield Program. Through this and other coordination over the past ten years, I have seen firsthand the efficient and effective manner in which Oregon Tradeswomen Inc. manages their job training program. Our program regularly employs contractors that require the skills obtained through the job training program and will continue to open lines of communication between employers and the skilled workforce trained through Oregon Tradeswomen Inc.

The City of Portland Brownfield Program looks forward to continuing our partnership with Oregon Tradeswomen, Inc. OTI's training program offers a valuable and unique service to Portland, and I strongly support their application for EPA funding.

Sincerely,

Jenn Bildersee
Program Coordinator, City of Portland Brownfield Program



600 NE Grand Ave.
Portland, OR 97232-2736
oregonmetro.gov

February 16, 2017

Mr. Robert Tan
US Environmental Protection Agency – Region 10
1200 Sixth Avenue (ECL-112)
Seattle, WA 98101

Dear Mr. Tan:

On behalf of Metro, I am writing to recommend funding for Oregon Tradeswomen Inc.'s (OTI) Environmental Workforce and Job Training Program. We make this recommendation based on the quality of OTI's training and its ability to both ensure employment for graduates, as well as meeting the hiring needs of local employers like Metro. We see an excellent opportunity for OTI to use this funding to engage in Metro's concurrent EPA Coalition Assessment Grant along the McLoughlin corridor, by educating and engaging their students with site visits and reaching out to residents about career opportunities in the field of environmental assessment and remediation.

OTI's environmental training provides students with the education and certifications required of entry-level workers in many fields. Attending the program provides participants with an advantage in the hiring process and graduates are proven to be reliable employees that are successful in our industry. In fact, Metro currently employs several OTI graduates in our Hazardous Materials Recycling program.

We look forward to continuing our partnership with OTI around education and outreach for our many facilities. Additionally, we are excited about the opportunity to partner with OTI to educate the residents of the McLoughlin corridor about the careers and job opportunities available in the fields of environmental remediation and redevelopment. These efforts will help support our mission of diversity in our workforce as well as ensure a capable pool of eligible workers will be available as environmental remediation efforts continue around our region.

If you have any questions about this letter or if I can be of further assistance, please don't hesitate to contact Brian Harper at 503-797-1833 or brian.harper@oregonmetro.gov

Sincerely,

A handwritten signature in black ink, appearing to read "Elissa Gertler".

Elissa Gertler
Planning and Development Director



6899 NE Columbia Blvd, Suite A, Portland, OR 97218 503.980.5260 (p), 866.279.8719 (f)

www.verdenw.org

February 21, 2017

Mr. Robert Tan
EPA – Region 10
1200 Sixth Avenue (ECL-112)
Seattle, WA 98101

Dear Mr. Tan:

I am writing to strongly support Oregon Tradeswomen Inc.'s (OTI) proposal to continue its Environmental Workforce Development and Job Training Program. Our support is based on the quality of OTI's training, its ability to ensure employment for graduates, and partner with environmental justice organizations like Verde.

Verde serves communities by building environmental wealth through Social Enterprise, Outreach and Advocacy. Since 2005, Verde has brought new environmental investments to Portland's neighborhoods, involved community members in the planning and building of these investments, and ensured that low-income people and people of color directly benefited from the investments.

Our organization has had the pleasure of working with OTI since 2002 on a number of environmental projects benefitting Portland green spaces and residents. In 2012 OTI supported our work at the Cully Park Project, in collaboration with other community organizations and partners, such as NAYA and Hacienda CDC to support the transformation of a former landfill into a community park and garden. OTI's Building Girls Work Crew assisted with the construction of garden sheds (with eco-roofs), garden beds, and fencing around the perimeter of the garden. 2014, we worked together on Nadaka Park in east Portland – all of this project's women and people of color worked for OTI or Verde. In 2016 and 2017 OTI provided pro bono construction services at Living Cully Plaza as part of a project to get rid of a blighted, criminal site in the neighborhood and return it to productive, community-serving uses.

OTI has been a tremendous resource for our program. They have provided us hundreds of hours of skilled labor, saving us thousands of dollars annually. We rely on community partnerships like this one to maintain and expand our program.

We look forward to continuing our partnership with OTI in the Environmental Workforce Development and Job Training Program. We invite OTI classes to visit our sites to learn more about work in our field and we commit to considering qualified graduates of the OTI program for employment when we have positions available.

We would be happy to be a reference as to the quality of the training OTI provides and its deep connections to the community. If I can be of further assistance, please don't hesitate to contact me at 503-980-5260.

Sincerely,

A handwritten signature in black ink, appearing to read "Alan Hipólito".

Alan Hipólito
Executive Director



Our Mission:

To coordinate a regional workforce system that supports individual prosperity and business competitiveness.

Executive Board

James Paulson

Chair
Owner
JMPDX LLC

Travis Stovall

Vice-Chair
Executive Director
eRep

Ted Wheeler

Mayor, City of Portland

Loretta Smith

Multnomah County
Commissioner

Roy Rogers

Washington County
Commissioner

Carl Moyer

Training & Development
Facilitator
Parr Lumber

Caryn Lilley

Controller/HR Director
KGW Media Group

Pam Treece

Executive Director
Westside Economic Alliance

Bob Tackett

Executive Secretary/Treasurer
NW Oregon Labor Council

February 7, 2017

Mr. Robert Tan
EPA – Region 10
1200 Sixth Avenue, Ste 900 (ECL-112)
Seattle, WA 98101

Dear Mr. Tan:

Once again, I am writing to support the EPA Environmental Workforce Development and Job Training Application submitted by Oregon Tradeswomen Inc.

Worksystems, Inc. serves as the Workforce Development Board for the City of Portland, Multnomah and Washington counties and represents the State’s largest and most populous region. In partnership with the Oregon Employment Department and the Oregon Department of Community Colleges and Workforce Development, Worksystems oversees the region’s one-stop system – WorkSource Portland Metro. Over the years we have partnered on numerous successful projects with Oregon Tradeswomen, Inc.

Oregon Tradeswomen, Inc. (OTI) provides high quality pre-apprenticeship training for female residents of Oregon and SW Washington. OTI is an active and vital member of the workforce community and a strong partner to Worksystems. Employers, community providers, individuals and representatives of the trades speak highly of their program outcomes and the quality of training they provide. OTI’s ability to achieve employment and training outcomes for our joint jobseeker customers will continue to help them secure leveraged resources from the Board for this and other like projects.

In support of Oregon Tradeswomen, Worksystems will ensure that the region’s five WorkSource Centers act as a quality referral source for Oregon Tradeswomen and that eligible trainees and graduates of the program have access to support services and other resources provided through partner agencies. In addition to the environmental specific occupational service provided by OTI, WorkSource will leverage career exploration, resume writing, interview skills, job search, On-The-Job-Training, and other services in support of co-enrolled participants.

We sincerely hope that you will look favorably on the Oregon Tradeswomen proposal. If I can be of further help in this matter, please call me at 503-478-7371.

Respectfully,

Andrew McGough
Executive Director

1618 SW 1st Ave., Suite 450
Portland, OR 97201

PBOT

PORTLAND BUREAU OF TRANSPORTATION

Maintenance Operations 2929 N. Kerby Avenue, Portland, OR 97227 503.823.1700

Fax 503.823.4043 TTY 503.823.6868 www.portlandoregon.gov/transportation

Dan Saltzman Commissioner **Leah Treat** Director

February 22, 2017

Mr. Robert Tan
EPA – Region 10
1200 Sixth Avenue, Ste 900 (ECL-112)
Seattle, WA 98101

Dear Selection Committee,

The Transportation Maintenance Department of the City of Portland is pleased recommend support for the Environmental Workforce Development and Job Training Program offered by Oregon Tradeswomen., Inc. (OTI). We met with Amy James Neel, Construction Manager and Job Developer with OTI about partnering closely to train a pool of workers that would be exceptionally well qualified for our Seasonal Maintenance Worker and Utility Worker II positions. We have hired quite a few OTI graduates in the past including three recent graduates in the past six months. We are strongly committed to diversity and look forward to OTI's assistance in recruiting qualified candidates and commit to hiring workers who possess the qualities we are seeking.

Our Seasonal Maintenance Workers help maintain the City's 456 miles of storm water pipe and 878 miles of combined sewer pipe, collect and compost the more than 5,000 tons of leaves collected through the City's Leaf Day program, maintain and repair our sewers, set erosion controls and build and maintain stormwater bioswales among other important infrastructure maintenance duties.

The 40-hour HAZWOPER, OSHA 10, and Erosion Control Site Lead certifications, along with the preparatory training and screening provided by OTI will produce a strong pool of well qualified applicants. Our Bureau is committed to working closely with OTI to reach graduates of the program.

We encourage you to consider OTI's application. Their long history of success preparing women for careers in environmentally-focused trades and their capacity to adapt the Environmental Workforce and Job Training program to fit our needs make them ideal recipients of funding designed to connect employers like Portland Bureau of Transportation with good workers.

Regards,



Suzanne Kahn, Maintenance Group Manager
Bureau of Transportation, City of Portland



The Portland Bureau of Transportation fully complies with Title VI of the Civil Rights Act of 1964, the ADA Title II, and related statutes and regulations in all programs and activities. For accommodations, complaints and information, call (503) 823-5185, City TTY (503) 823-6868, or use Oregon Relay Service: 711.



February 8, 2017

Robert Tan
EPA – Region 10
1200 Sixth Avenue (ECL-112)
Seattle WA 98101

Dear Selection Committee:

My name is Der Lovett, owner/operator of Lovett Deconstruction, a small Portland area business that specialized in deconstruction, material re-use, and salvage. Lovett Deconstruction has a strong relationship with Oregon Tradeswomen, Inc. (OTI) and we have hired several of their graduates in the past. This letter is to support their application for the EPA Environmental Workforce Development and Job Training Grant. Such an award would allow OTI to continue generating skilled pre-apprenticeship graduates, with additional training that would make them exceptionally suited to positions as entry-level workers at Lovett Deconstruction.

We believe in the potential for deconstruction to significantly reduce waste and improve the quality of our environment. The ability, under this new grant, for OTI to offer 40 HAZWOPER training and Renovation, Repair, and Painting (RRP) training, would mutually benefit OTI, as they could produce even more highly skilled graduates, and ourselves, as we would have a greater pool of skilled laborers to draw from. We are committed to hiring a diverse workforce and to working with OTI to hire qualified graduates of their enhanced training program in the coming year.

OTI enjoys a solid, positive reputation in the Portland area and we have enjoyed working with them in the past. We sincerely hope that you will strongly consider their application for the Environmental Workforce and Job Training Grant, which would benefit both their pre-apprenticeship program and the community as a whole. Thank you for your consideration.

PO Box 42441
Portland, OR 97242

Office 503.954.2347

der@lovettdeconstruction.com

CCB# 173875
WA#LOVETDI926PL

Sincerely,

Der Lovett
Owner, Lovett Deconstruction



OREGON & SOUTHERN IDAHO LABORERS-EMPLOYERS TRAINING TRUST FUND

Oregon Office: 17242 NE Sacramento St Portland OR 97230, Phone: 541-745-5513, Fax: 541-745-7827

Idaho Office: 580 W. 19th Street, Idaho Falls, ID 83402, Phone: 208-542-6240, Fax: 208-542-4515

www.osilaborerstraining.org

EPA – Region 10
c/o Mr. Robert Tan
1200 Sixth Ave. (ECL-112)
Seattle, WA 98101

February 16, 2017

Dear Mr. Tan,

It is my honor to write a letter in support of the Environmental Training Proposal being submitted to the EPA by Oregon Tradeswomen Inc. (OTI). This project will aid in providing women with training that focuses on the skills critical for work in land and water remediation. We are committed to being integrally involved with training as well as offering direct entry in to the Oregon Laborers Apprenticeship program for qualified graduates of the OTI program.

The Oregon Laborers Apprenticeship program is the premier vehicle for entry in to professional hazardous waste work in Oregon. LiUNA represents members working in all aspects of environmental remediation with industry employers strongly focused in asbestos abatement, mold remediation, storm water management and hazardous waste removal. OTI's Environmental Worker program training would produce a candidate that is exceptionally qualified as a candidate for union membership. Our employers such as Pacific Northwest Environmental, Apollo Environmental, Performance Abatement Services, and others are deeply involved in the environmental clean-up work in the Northwest. Several OTI graduates have been hired by our firms over the past year, and the environmental certificates and training they gained at OTI were an integral part of the hiring decision.

The Laborers look forward to continuing our partnership with OTI in the Environmental Job Training program. We are committed to direct entry into our apprenticeship program for qualified graduates of the OTI program.

We are happy to be a reference regarding the quality of training and candidates OTI provides. If you have any other questions or concerns, please feel free to contact me!

Best regards,

Erin Macauley, Interim Training Director
Oregon Laborers Training Center
emacauley@osilaborerstraining.org
Office: 541-745-5513
Cell: 503-333-3585



February 10, 2017

Mr. Robert Tan
EPA – Region 10
1200 Sixth Avenue (ECL-112)
Seattle, WA 98101

Dear Mr. Tan,

I am writing to recommend that the EPA fund Oregon Tradeswomen Inc.'s (OTI) proposal to continue its Environmental Workforce and Job Training Program. This request is based on our belief in their very robust and comprehensive training program. Our company specializes in environmental clean-up projects that requires top-notch employees and OTI's graduates reflect many of those skill sets that we need for our activities.

The National Response Corporation (NRC) is a global leader in the provision of environmental, industrial and emergency solutions with a focus on providing highly responsive local service with the highest safety standards, innovative technology, modern efficient equipment and dedicated professional employees. NRC combines local services and knowledge with the global strengths of a major international company to deliver quality service within the US and worldwide.

Over the years, we have collaborated with OTI serving on their advisory committee and invited their participants to our job sites for tours. We believe that the training outlined in their proposal will produce outstanding candidates for work with our company and we would be very interested in interviewing them for open positions.

We look forward to continuing our partnership with OTI in the Environmental Workforce and Job Training Program and are happy to be a reference as to the quality of the training OTI provides. Please don't hesitate to contact me.

Sincerely,

Randy Legler
Regional Emergency Response Manager

NRC

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February 10, 2017

Mr. Robert Tan
EPA-Region 10
1200 Sixth Avenue
Seattle, WA 98101

Dear Mr. Tan,

As one of the largest programs in North America for diverting reusable building materials from landfills (8 tons per day), the Rebuilding Center enthusiastically supports Oregon Tradeswomen's proposal to offer training that equips women for jobs in the recycling, reuse and deconstruction industry.

The Rebuilding Center has valued our close working relationship with Oregon Tradeswomen over the many years to expose students to reuse of salvaged and reclaimed materials, and deconstruction as a sustainable alternative to conventional demolition. We host site tours that include a hands-on component to give students a chance to experience recycling and reuse in a real-life setting. Participating in our volunteer opportunities has expanded students' skills and knowledge of material reclamation and reuse.

Oregon Tradeswomen produces a graduate that is exceptionally well qualified for work in materials reuse and deconstruction. We currently have one graduate and one current student working for with our deconstruction service. Both have been instrumental in helping us grow our departments. We consider Oregon Tradeswomen an invaluable resource for finding qualified, skilled, pre-screened workers when positions open. Curriculum that includes brownfield awareness, stormwater management, HAZWOPER and lead awareness, LEED and how it relates to reuse and alternative building technologies better prepares an Oregon Tradeswomen graduate for work with employers like us.

In closing, as detailed above, based on our experience working with Oregon Tradeswomen, we strongly encourage the EPA to support Oregon Tradeswomen's proposal to continue providing job training that prepares women for work in our industry. If you would like further elaboration, we are happy to be a reference for the effectiveness of their training.

All the best,

A handwritten signature in black ink, appearing to read "S. Reichard", is located below the text "All the best,".

Stephen Reichard
Executive Director