

CITY OF ASHLAND



Application for Economic Development, Cultural, Tourism and Sustainability Grants

****DUE NO LATER THAN 4:00 pm March 22, 2017****

**One (1) single sided, signed hard copy to
NO STAPLES PLEASE**

In an envelope titled:

City of Ashland

Attn: Diana Shiplet, Administration Department

Grant Application

20 East Main Street, Ashland, OR 97520

Applicant/Organization	Geos Institute		
Mailing Address	84 Fourth Street, Ashland, OR 97520		
Contact Name	Tonya Graham	Contact Phone #1	541-482-4459 x301
Email #1	tonya@geosinstitute.org		
Contact Name #2	Marni Koopman	Contact Phone #2	541-482-4459 x303
Email #2			
Federal Tax ID	██████████	IRS Class (Exemption)	501(c)3
		Total Grant Request (\$5,000 min)	\$20,000

Application Submittal Checklist

In addition to the completed application form to be mailed and emailed, all submittals must contain the following;

1. List of all board members, their occupations, and years on the board;
2. Organizational client demographic profile;
3. Grant program budget (for activities/programs/events that are part of this grant application);
4. Organization 501© letter verifying your no-profit status;
5. Organization corporate bylaws;
6. Organization's most recent Form 990 IRS filing (summary page only);
7. Organization's previous year financial statement summarizing expenses and revenues.

Application for Economic Development, Cultural, Tourism and Sustainability Grants

1. Briefly describe the purpose and objectives of your organization and mission statement (*please limit to approximately 500 words*)

The Geos Institute helps make natural and human communities whole in the face of a changing climate. We work with local decision makers, managers, and community leaders to develop science-based solutions that protect people and nature, make the best use of public and private resources, and endure over time. We engage through three initiatives that address the challenges of climate change in communities, freshwater systems, and forests. Our work within these three initiatives helps us meet our mission of “leading the way to climate change solutions that matter.”

Our Initiatives

ClimateWise® engages local communities in preparing for climate change. We provide the science needed to identify likely future climate conditions and local impacts, facilitate the development of an actionable, integrated plan, and work across sectors to create co-benefits and new avenues for communication. We have worked in many cities and counties, including the Rogue and Klamath Basins OR, Austin TX, Fort Collins CO, Missoula County MT, and San Luis Obispo County CA.

One aspect of the *ClimateWise* program especially applicable to this proposal is our experience in not only creating climate change plans, but also ensuring that the pieces are in place for successful implementation of those plans. Our *ClimateWise* team has been actively engaged in the development of Ashland’s Climate and Energy Action Plan with one of our team members lending her expertise as a member of the Ad-hoc Committee. Over the past two years, we have raised external funding to do activities that complement and add benefit to the City’s process. Those activities include working with other local organizations to organize the Ashland Climate Challenge and kickoff event, completing a climate vulnerability assessment for the City, and working with SOU to conduct a citizen survey to assist the City in setting its greenhouse gas reduction targets. Detailed information about those efforts can be found here: <http://www.climatewise.org/projects/1248-ashland-oregon>.

Funding from the City of Ashland at this juncture will allow us to create a solid foundation from which to work with the City to secure additional funding that is available to nonprofit organizations, but not local government entities. These additional resources will supplement the City’s investment and help ensure successful implementation of the Climate and Energy Action Plan.

Working Waters creates partnerships with agencies, water managers, scientists, and other stakeholders to address the needs of people and native fish in freshwater systems as climate conditions change. This program uses watershed restoration to improve the quality and dependability of municipal water supplies in Oregon and Washington. We have completed 25 restoration projects improving over 1,200 miles of stream in the Rogue Basin over the past 13 years.

Forest Legacies works to slow climate change by protecting the carbon sequestered and stored in forests, especially the carbon dense forests of the Pacific Northwest. The program brings the best available science to policy makers and land managers to ensure that forests continue to act as our first defense against climate change.

2. Reference the list of eligible activities provided in the 2012 Policy for Economic, Cultural, Tourism, and Sustainability Grant (page 10) to briefly describe how the City grant would be used and how your activities meet the eligibility criteria (*please limit to approximately 1,000 words*)

We are applying for a Sustainability Grant to engage the business community and the community-at-large on climate action, in support of the newly passed Climate and Energy Action Plan (the Plan) for the city of Ashland. The Plan is an aggressive effort to reduce greenhouse gas emissions by 8% per year, on average. Because the aggressive goals require action in the larger community (local residents and businesses), and not just within City operations, the City of Ashland cannot reach these targets alone. Local organizations that can do the work of engaging the larger community are needed to help the City succeed in meeting the Plan's targets.

The Geos Institute has a grant from the Oregon Community Foundation to assist in the implementation of Ashland's CEAP in 2017 and 2018 (total available \$18,000). We also have ongoing funding from Clif Bar for climate engagement in Ashland (\$4,000 per year), and will continue to fundraise both locally and in the foundation community to assist the City of Ashland in implementing the Plan. A sustainability grant from the City of Ashland will be leveraged to secure additional funding, creating greater overall efficacy and reach, and allowing action to continue into the future. Note that we are coordinating with Rogue Climate and other local groups to ensure that our efforts are complementary and lead to effective, comprehensive action on climate change.

We propose to:

(1) Research Other Communities' Efforts to Engage Businesses in Climate Action

In order to engage businesses effectively, the Geos Institute will research how other cities have made progress with business engagement and climate action, specifically Eugene, Bend, Fort Collins, and Cleveland. These cities are leaders on climate action. In our previous work (with the City's planning process and others) we have found that these cities are especially innovative and effective in their approach to renewable energy and conservation. We will look to them for guidance on business engagement.

(2) Get Local Businesses to Sign On to the Climate Declaration

Many businesses throughout Oregon, but especially in Portland, have signed the Oregon Business Climate Declaration, which was developed in 2015 (details at <https://www.ceres.org/declaration/sign/oregon-business-climate-declaration>). We will build on this available platform by asking Ashland businesses to sign on and track their efforts through this mechanism. We will assist them by sharing information on the types of actions they might consider, opportunities for funding energy conservation and renewable energy projects, and partnerships that could be formed among businesses for support and collaboration. We will focus on a few larger businesses at first, but also conduct workshops for smaller businesses, especially those within the same sector. Some of the larger businesses that we will target initially include Asante Ashland Community Hospital, Weisinger's Winery, Darex, Adroit Construction, Oregon Shakespeare Festival, and the Mt. Ashland Ski Area. We will then convene specific sectors, including lodging, outdoor adventure, restaurants, and others.

(3) Engage and Teach Business Leaders

Once innovative and effective approaches are identified (Step #1), and early adopters step forward (Step #2), we will work with local businesses to implement efforts to reduce greenhouse gas emissions. We will ask businesses to form a climate taskforce so that they can work collaboratively and potentially take on larger projects, such as group purchases of new equipment, cooperative solar, and/or an electric trolley. There are many ways that the business community can come together with our assistance in fundraising and grant seeking, to create opportunities that are positive for the climate and for business. We will work to find co-benefits among businesses and across different industries while working to meet the goals of the Climate and Energy Action Plan.

Many local businesses have sponsored our previous climate events and will continue to be engaged. We will recruit new business partners through engagement with civic organizations, such as the Chamber of

Commerce, Rotary, and other service clubs, as well as direct outreach to larger businesses. We will determine what support businesses need, set up a venue for sharing information (workshops, for instance), bring in experts, and track progress over time.

Based on other funding streams and the results from our research into approaches from other cities, we plan to offer incentives and awards for companies to test novel approaches. In keeping with the Climate and Energy Action Plan's strong focus on equity, we will ensure that minority and women-owned businesses receive focused engagement and incentives. We have a large committee of local residents who are interested in conducting outreach and helping to implement such an effort. This group was convened for the Ashland Climate Challenge Kickoff and has continued to pursue other education and outreach efforts.

(4) Celebrate Business Efforts and Spur Citizen Action

In the face of a daunting threat like climate change, it is incredibly important that we make sure local residents (1) know that progress is being made in implementing the Plan, (2) can easily get new ideas for how to take action, (3) celebrate the success of those who are making a difference, and (4) feel energized and positive over the long-term. Public gatherings are a good way to ensure these needs are met.

During the grant period, we will hold a large event for the public to celebrate actions being taken by local businesses, and to help the public understand the steps they can take to reduce emissions. Together with Rogue Climate, OSF, and other local groups, we have coordinated several local engagement events to celebrate action on climate change and to keep people energized and moving forward on the issue. In fall 2015, we held Climate Week and the Ashland Climate Challenge Kickoff event at the armory. Throughout 2016, we challenged local residents to Power Down, Green Up, and Shout Out for prizes, culminating in a raffle for an electric bike. Earlier this month, we held the Rogue Valley Climate Bash to celebrate climate action and connect local residents with ways they can take action on climate change. The event proposed here will focus on highlighting business innovation, sharing positive stories of success, experiencing creativity and art, and providing opportunities for Ashland residents.

2.1. If your grant request is for date specific events, programs or activities, please complete the following table

NA – proposal is for an engagement effort that has one event attached to it rather than specifically to support an event.

Program/Event Title	Anticipated Dates of Event		Funding Request
	Start	End	
			\$
			\$
			\$
			\$
			\$

3. Which grant category (or categories) does your request fall under? *(please check all that apply)*

<input checked="" type="checkbox"/>	Grant Category	Grant Request
	Economic Development	\$
Per Economic Development eligible activities (page 10), please explain how your activities qualify <i>(please limit to approx. 250 words)</i> :		
	Cultural	\$
Per Cultural Development eligible activities (page 11), please explain how your activities qualify <i>(please limit to approx. 250 words)</i> :		
	Tourism	\$
Per Tourism eligible activities (page 11), please explain how your activities qualify <i>(please limit to approx. 250 words)</i> :		
x	Sustainability	\$ 20,000
<p>Per Sustainability eligible activities (page 11), please explain how your activities qualify <i>(please limit to approx. 250 words)</i>:</p> <p>The grant category our request falls under is Sustainability. The project is focused on education, training and outreach related to energy efficiency and conservation. The activities described in the proposal will provide programs and activities that assist local businesses in energy efficiency, energy conservation, and renewable energy, through new business collaborations and innovation. A large public event will serve to engage the general public in saving energy and investing in renewable energy.</p> <p>With this program in place, there is a high likelihood that the City of Ashland will see a</p>		

measurable reduction in the consumption of fuel, electricity, and other resources. These lessons will be transferable because, as a community with aggressive, science-based emissions reduction targets, other communities will look to Ashland for guidance. By focusing on engagement, training, and networking in the business community, this program will provide quality sustainability-related educational opportunities that will impact and inspire Ashland citizens as well as other communities.

4. If you do not receive the full amount of your request, describe how your organization would use a smaller amount of funds in each of the categories being applied for (*please limit to approximately 250 words*)

Outreach to local businesses can be scaled to the amount of available funds. For instance, if a group of local businesses decides to develop a renewable energy collaborative, and we have fewer funds, we will focus our efforts on a specific sector, such as tourism-based businesses. With more funds, we will be able to reach more businesses and provide opportunities to more diverse sectors within the business community.

We will also continue to seek outside funds to supplement a grant from the city. We will work to bring in private foundation and local donor funding to enhance energy savings programs and renewable energy for local businesses. These efforts to secure external funding will be more successful if the project is adequately funded in this first year of the effort to implement the Climate and Energy Action Plan. While it is possible to scale the scope of the project back, a substantial commitment of funding by the City of Ashland to this work is critical to our ability to attract the additional funding that is needed to support a truly robust engagement process.

5. Using the attached City of Ashland Policy for Economic, Cultural, Tourism and Sustainability Grants, Section III (page 12), please explain how you will measure success or desired outcomes. (*please limit to approximately 250 words*)

A vital component of action on climate change is determining how effective it is. Because climate change is relatively new, many communities are trying different approaches and determining how they work, without a body of best practices to work with. Therefore, it is particularly important to track success and share this information with other communities that are also beginning to take action. A body of learning on climate change action is being compiled at the national level and this program will participate in that effort.

We will track and share the following measures and outcomes:

- Number of businesses signing the Oregon Business Climate Declaration
- Energy saved through proposed activities and pledges
- Number of businesses joining the business taskforce
- Number and types of actions businesses take to reduce energy use
- Number of minority or women-owned businesses that participate in this process
- Amount of natural gas and/or gasoline saved over time with new actions
- Amount of money saved by new energy saving actions and/or renewable energy purchases
- Number of attendees at outreach events
- Number of individual businesses represented at outreach events
- Number of organizations and partners helping to plan and implement events
- Number of residents and organizations engaged on social media
- Media coverage of the effort
- Amount of additional grants funds brought into the community from outside foundations
- The numbers of ways participating businesses communicate with their customers about their efforts.

Thank you for your time and efforts in preparing this information for consideration by the Grants Committee.

By signing below you certify that:

You, the grantee, understand that you must comply with all federal, state and local requirements applicable for the activities funded by this grant. Award of a grant by the City does not waive the grantee's obligation to obtain, at grantee's sole expense, all applicable permits that may be required for grantee's program or project.

And, that a grant may be conditioned on submission or other approvals to the City of a Certificate of General Liability Insurance in the amount of up to **\$1,000,000** naming the City of Ashland, its officers and employees as additional insured.

And, that you the undersigned have legal authority to submit the above information on behalf of the organization named above.

Name (print) Tonya Graham

Name (signature) Tonya Graham

Title Executive Director

ADDITIONAL SUBMITTAL INFORMATION & REFERENCE MATERIALS

The following requirements and forms are provided to assist applications in submitting a complete application package. Use of the form templates provided is not a submittal requirement, but rather an optional tool for the applicant to use if they choose to provide the required information in this format.

I. Grant Requirements (from 2012 Policy for Economic, Cultural, Tourism and Sustainability Grants)

- A. Grantee shall be registered as a 501(c) non-profit *
- B. Grantee shall be a non-government entity
- C. The minimum grant amount that can be applied for is \$5,000 and the minimum award granted is \$1,000 per category and \$5,000 per grant application
- D. Grant award shall be utilized consistent with the associated applicant proposal and shall be primarily oriented to the grantee's Ashland activities and programs. Grant funds may also be utilized for a proportionate share of Grantee's overall administrative expenses.
- E. An applicant can apply for grant funds from more than one category, however, it is the responsibility of the applicant to specify the categories and funds requested for each category and clearly describe how the proposal meets the criteria for each category.
- F. Grantees must submit the application to the City prior to the deadline, which is established each year by the City. **Absolutely no late applications will be accepted.**
- G. Incomplete applications (see application cover page) will NOT be forwarded to the grant review committee for consideration.
- H. Materials submitted beyond those required and listed on the application cover page and application form will NOT be forwarded to the grant review committee as part of the application packet.

II. Grant Submittal

- A. Grant applications for BN2017-19 are due on **March 22, 2017 by 4:00 p.m.**
- B. Completed application packets can delivered in person to the Utility Billing offices at City Hall, 20 East Main St ** or mailed to:

City of Ashland
c/o Diana Shiplet
20 East Main St
Ashland, OR 97520
- C. Questions regarding the BN 2017-19 Grant Program can be directed to Diana Shiplet, Administrative Analyst by phone at 541-552-2100 or diana.shiplet@ashland.or.us.

**If your organization is being sponsored by or legally affiliated with a registered non-profit, a letter from that organizations Board of Directors recognizing the affiliation and a copy of the 501 (c) verification of the sponsoring non-profit*

*** City of Ashland office hours are Monday to Friday 8:30am to 5:00pm.*

Tourism

As required by State law, a portion of the grant program funds must be awarded and utilized for specific tourism related activities. The grant program typically awards tourism funds in excess of the minimum amount required to meet Oregon Revised Statute (ORS) definition and criteria relating to tourism promotion.

Applicants requesting grant funds for activities that meet the ORS definition and criteria of tourism should highlight how the grant request meets the following ORS criteria:

§ 320.300:

(6) 'Tourism' means economic activity resulting from tourists.

(7) 'Tourism promotion' means any of the following activities:

- (a) Advertising, publicizing or distributing information for the purpose of attracting and welcoming tourists;
- (b) Conducting strategic planning and research necessary to stimulate future tourism development;
- (c) Operating tourism promotion agencies; and
- (d) Marketing special events and festivals designed to attract tourists.

(10) 'Tourist' means a person who, for business, pleasure, recreation or participation in events related to the arts, heritage or culture, travels from the community in which that person is a resident to a different community that is separate, distinct from and unrelated to the persons community of residence, and that trip:

- (a) Requires the person to travel more than 50 miles from the community of residence; or
- (b) Includes an overnight stay.

Applicant Organization Board Member Information Reporting Sheet

Name	Address	Phone	Occupation	Title	Term of Office
Ken Crocker	134 Nutley St. Ashland, OR 97520	541/488-0677	Mediator/ Facilitator	Consultant	16-18
Linda Schaeff	904 Hillview Ashland, OR 97520	541/778-3130	Organizational Development	Business Consultant	16-18
Stephen Sendar	413 Clinton Ashland, OR 97520	541/201-0277	Publishing	Business Owner	17-19
Joanne Eggers	221 Granite Ashland, OR 97520	541/482-3305	Teaching	Former Ashland Parks Commissioner	16-18
Bill Bradbury	1256 Newport Ave. SW Bandon, OR 97411	541/347-9377	Nat. Resource Consulting and Public Official	Former OR State Senator, Senate President, and Secretary of State	17-19
Scott Denning	Colorado State University Fort Collins, CO 80523	970/491-8359	Climate Scientist and Professor	Monfort Professor of Atmospheric Science at Colorado State University	16-18
Jim Furnish	4900 Hornbeam Dr. Rockville, MD 20853	240/271-1650	Consulting Forester	Former Deputy Chief of USFS and Forest Supervisor	15-17
Jim Ince	108 Milarepa Rd. Azalea, OR 97410	541/837-3636	Imports and Ranching	Business Owner	16-18
Ken Margolis	901 SW King Avenue #12C, Portland, OR 97205	541/708-0287	Organizational Development and Fundraising	Organizational and Tribal Consultant	17-19
Catherine Mater	101 SW Western Blvd. Corvallis, OR 97333	541/753-7335	Civil Engineer and Forester	Business Owner and President of Mater Engineering	16-18
Lindsay Swanson	450 Wightman St. #910 Ashland, OR 97520	503/481-3819	Student	Southern Oregon University Student	16-18

City of Ashland Customer Demographic Profile

The primary goal of the grant award process is to allocate funds to organizations that are providing economic, tourism, cultural and/or sustainability programs, services or events that reach a demographically diverse customer base, both locally and from outside our region. The following questions are intended to provide guidance for the possible types of customer demographics that would help the grant review/award sub-committee understand the customer types that your application would likely reach.

*** If your organization tracks this data or other related data, in other formats, please feel free to submit that format directly. This form is provided as a template and is not required to be completed in this format, but customer demographic information is an application submittal requirement.**

Organization Name: Geos Institute

Program/Event Name: Engaging Ashland's Business Community and Residents to Reduce Greenhouse Gas Emissions

For the Twelve month period of: June 2017 – May 2018

I. Customer Age (percentage) – No info available

Youth 0 to 17 years	_____ %
Adult 18 to 39 years	_____ %
Adult 40 to 64 years	_____ %
Adult 65 and over	_____ %
Unknown	_____ %
Total	_____ %

II. Staff Residence (percentage)

Ashland	_____ 71 _____ %
Rogue Valley	_____ 86 _____ %
Other	_____ 14 _____ %
Total	_____ 100 _____ %

II. Customer Residence (percentage) - No information available. We do not have customers.

Ashland	_____ %
Rogue Valley	_____ %
Other (within 50 miles)	_____ %
Other (greater than 50 miles)	_____ %

III. Of the Customers identified above, what percent do you estimate stayed overnight to attend your program, service or event? _____ % We do not have customers.

While our efforts are not targeted toward bringing new customers to Ashland, as Ashland continues to implement the Climate and Energy Action Plan and work to meet the targets in that plan, our visitors will notice that Ashland is doing its part to ensure a safe climate. In the latest Gallup poll, conducted March 1-5 of this year, 68% of Americans surveyed believed human activities are causing climate change and 62% believe they are already seeing the impacts of climate change. Climate change is causing increasing concern among Americans with 45% saying they worry "a great deal" about the effects of climate change (an increase from 37% in 2016) and another 21% saying they worry a "fair amount." According to the Gallup organization, these numbers represent a 30 year high for Americans in terms of their fears about climate change.

What this means for Ashland is that our visitors are likely to be increasingly interested in efforts we take to do our part to ensure a safe climate. Seeing our community take strong action is likely to increase the bond our visitors feel with our community. While difficult to measure, we believe being responsible about climate and communicating how we do it will have long-term benefits for our local tourism industry as people will feel good about visiting and supporting a community that is taking responsibility for itself as it relates to climate change.

**CITY OF ASHLAND
GRANTS PROGRAM BUDGET**

Please use this form to identify costs associated with the program, activity or event that you are requesting funds for. This form is provided as a template to use. If your organization tracks grant related financials in a different reporting format, please submit in that format if you choose.

APPLICANT/ORGANIZATION: Geos Institute

PROGRAM/EVENT TITLE: Engaging Ashland's Business Community and Residents to Reduce Greenhouse Gas Emissions

PROJECT PERIOD: June 1, 2017 to May 31, 2018

REVENUE	
City of Ashland Grant Funds	\$20,000
Jackson County Funds /Identify:	\$0
Other State or Federal Funds/Identify:	\$0
Other Funds/Oregon Community Foundation (secured 2016 and 2017 grants)	\$18,000
Other Funds/Clif Bar (pending renewal application)	\$4,000
Local fundraising and other regional foundation requests	\$9,285
TOTAL REVENUE	\$51,285
EXPENDITURES	
A. PERSONAL SERVICES (List costs by job title or function)	
Total Salaries	\$27,250
% of time to project	
1. Engagement Coordinator _____ 50 %	
2. Executive Director _____ 5 %	
3. Board Chair (volunteer) _____ 40 %	
4. _____ %	
Total Benefits	\$7,200
1. Medical, dental, vision _____	
2. _____	
3. _____	
4. _____	
TOTAL PERSONAL SERVICES	\$ 34,450
B. MATERIALS & SERVICES:	
Event Expenses for Community-wide Celebration and Action Event	\$5,000
Indirect Expenses (overhead, administration)	\$7,890
Direct Operational Expenses (printing, supplies, postage, etc.)	\$3,945
TOTAL MATERIALS & SERVICES	\$16,835
TOTAL EXPENDITURES	\$51,285

Note that the in-kind contribution of time from our Board Chair represents an additional \$22,000 contribution to the project.



Department of the Treasury
Internal Revenue Service

P.O. Box 2508, Room 4010
Cincinnati OH 45201

In reply refer to: [REDACTED]
July 25, 2011 LTR 4168C 0

[REDACTED] 000000 00

00033605

BODC: TE

GEOS INSTITUTE
GEOS INSTITUTE
84 FOURTH ST
ASHLAND OR 97520-2150



037330

Employer Identification Number: [REDACTED]
Person to Contact: Sophia Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your June 24, 2011, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in March 1993.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

Continued on back.

July 25, 2011 LTR 4168C 0

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GEOS INSTITUTE
GEOS INSTITUTE
84 FOURTH ST
ASHLAND OR 97520-2150

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Cindy Thomas

Cindy Thomas
Manager, EO Determinations

**GEOS INSTITUTE
BYLAWS**

ARTICLE I

MEMBERSHIP

MEMBERS:

The Corporation shall have a membership composed of persons or entities who are supportive of Geos Institute's purposes and who pay the membership fee determined from time to time by the Board of Directors.

ARTICLE II

BOARD OF DIRECTORS

BOARD OF DIRECTORS:

The affairs of the Corporation shall be managed by its Board of Directors. Directors of the Corporation need not be residents of Oregon.

NUMBER OF DIRECTORS AND TERMS:

The board shall consist of at least seven and not more than 15 members who shall be elected by the Board of Directors. The directors shall serve for staggered, three-year terms or until their successors shall qualify and take office. Beginning with Board elections in 2010, any Directors elected shall be subject to a three term limit. To ensure that Board terms are appropriately staggered, with approximately 1/3 of Board seats coming up for election each year, the Board may use its discretion to set the initial terms of incoming Board members at a shorter or longer length than three years.

ELECTION AND REMOVAL OF DIRECTORS

Board of Directors members shall be elected at the first regular meeting of the calendar year. If the election of Board members shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be. A quorum must be present at any meeting of the Board of Directors where any Board members are elected or removed. A 2/3 vote of those present is necessary to elect or remove any Director.

VACANCIES:

All vacancies in the Board of Directors may be filled by the remaining Directors, at any regular or special meeting at which a quorum is present, by the vote of the 2/3 of the Directors present.

MEETINGS:

The time and place of regular meetings of the Board of Directors shall be established by the Board of Directors. A special meeting may be called by or at the written request of the Board Chair or any three Directors.

NOTICE:

Notice of any special meeting of the Board of Directors shall be given at least five days previously thereto by written notice, fax notice, or e-mail notice to each Director at the Director's address as shown by the records of the Corporation. If mailed, such notice shall be deemed to be delivered when deposited in the United States mail so addressed with postage thereon prepaid. If e-mailed or telecopied, such notice shall be deemed delivered when telecopied or e-mailed. Any Director may waive notice of such meeting. The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting except where a Director attends a

meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened. The business to be transacted at the meeting need not be specified in the notice or waiver of notice of such meeting unless specifically required by law. No notice shall be required for regularly scheduled meetings.

QUORUM:

A quorum of the Board of Directors shall be seven, or a majority of the Board if a majority is less than seven.

BOARD VOTING:

Unless otherwise required by charter to statute, the vote of a majority of the Directors present at any properly convened meeting at which there is a quorum shall be deemed the act of the Board, provided however, at least five Directors vote in favor of the action. No proxy voting is allowed.

DECISIONS BY MAIL OR EMAIL. The Board may use mail, fax or email to make any decision or take any action that is within its power, without an actual meeting, through the use of a "Unanimous Consent Resolution." To do so, a clearly stated motion must be sent or presented to all of the directors on the Board, along with clear instructions that each director must vote "yes, no, or abstain" in response. If the Unanimous Consent Resolution is sent by mail, then it must be signed and returned by mail or fax by each director. If it is sent by email, then each director can simply "reply" by email and no signature is necessary. The motion will be adopted and effective when all directors in office have responded with an affirmative "yes" vote. If any director fails to vote, votes "no" or abstains, then the Unanimous Consent Resolution motion fails to pass. A printed record of each director's email vote shall be stored with the corporate records.

GOVERNING BODY:

The Board of Directors shall make all rules governing the conduct and management of the Corporation which it deems advisable and which are not in conflict with the purpose of the Corporation, its Articles of Incorporation, or its Bylaws.

WAIVER OF NOTICE:

Whenever, under laws of the State of Oregon or by provision of these Bylaws, notice is required, a waiver in writing signed by persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE III

OFFICERS

OFFICERS:

The officers of the Corporation shall be Chair, Vice Chair, Secretary, Treasurer and such other officers as may be elected in accordance with the provisions of this Article. The Board of Directors may combine such offices or elect such other officers as it shall deem desirable. All officers must be elected from the Board of Directors.

ELECTION OF OFFICERS:

The officers of the Corporation shall be elected annually by the Board of Directors at the first regular meeting of the calendar year. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be. New offices may be created and filled at any meeting of the Board of Directors. Each officer shall hold office until a successor shall have been duly elected and shall have qualified.

REMOVAL OF OFFICERS:

Any officer elected by the Board of Directors may be removed by the Board of Directors whenever, in its judgment, the best interests of the Corporation would be served thereby.

VACANCIES:

A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board of Directors for the unexpired portion of the term. In the specific case of Treasurer, the full Board assumes and/or assigns financial oversight responsibilities within the board until the vacancy is filled.

CHAIR'S DUTIES:

The Chair shall preside at all meetings of the Board and any Executive Committee meeting. The Chair shall have such other powers and duties as may be prescribed from time to time by the Board of Directors.

VICE-CHAIR'S DUTIES:

The Vice-Chair shall perform all such duties as may be properly required by the Board of Directors or the Chair, and in the absence or inability of the Chair, shall exercise all powers of the Chair.

SECRETARY'S DUTIES:

The Secretary shall keep or delegate the keeping of the minutes of the meetings of the Directors, shall have charge of the corporate books, and shall make such reports and perform such other duties as pertain to the office, or are properly required by the Board of Directors or the Chair.

TREASURER'S DUTIES:

The Treasurer shall be responsible for performing oversight duties necessary to ensure that financial controls are in place and being carried out. The Treasurer shall also ensure that the corporation's financial reports to the government are completed and filed by the appropriate deadlines and that internal financial controls continue to function in the event of a staff contraction. Finally, the Treasurer will bring before the board before July 1 of each year, the topic of the annual budget planning process and the decision about whether the organization will complete a financial audit or accountant's review for the current fiscal year.

ARTICLE IV

COMMITTEES

EXECUTIVE COMMITTEE:

An Executive Committee may be appointed consisting of the officers and one or more Directors appointed by the Board, who are not officers. The Executive Committee shall have authority to act in lieu of the Board of Directors at times and places when it is not possible for the Board to meet as a whole and a decision is needed before the next regularly scheduled Board of Directors meeting. At least fifty percent of the Executive Committee, but never less than four members, shall constitute a quorum. A 2/3 vote of Executive Committee members present shall be required to make any decision. All other Board members may attend and participate in discussions. Executive Committee meetings may be called by the Executive Director or by the request of two or more Board members. All decisions of the Executive Committee shall be reported to the Board within 5 working days. Minutes shall be kept of all Executive Committee meetings.

ADVISORY BOARD:

The Board of Directors may establish an Advisory Board for such purposes, and on such terms as it deems beneficial to further the purposes of the Corporation.

OTHER COMMITTEES:

Other committees may be established from time to time by the Board of Directors. Committees may consist of Board members, members, volunteers or staff of the organization as determined by the Board of Directors. Committees shall report to and make recommendations to the Board. The Board will make all final decisions regarding policy and direction for the Corporation.

ARTICLE V

EXECUTIVE DIRECTOR

The Board of Directors will select, support, and evaluate regularly the performance of the Executive Director. It shall be the duty of the Executive Director to hire, using a fully open hiring process, supervise, and evaluate regularly all staff to support the goals of the Corporation. The Executive Director is authorized to terminate employment of staff.

ARTICLE VI

CONFLICTS OF INTEREST

COMPENSATION OF DIRECTORS AND OFFICERS. No officer or member of the Board of Directors will receive any compensation for fulfilling the responsibilities of a member of the Board or of an officer as defined in these bylaws. However, the corporation may pay compensation to officers and members of the Board of Directors for other services performed as employees or independent contractors as long as the required rules for conflicts of interest are followed. Board members and their relatives who receive regular compensation from the corporation must always constitute less than a majority of the Board. Officers and members of the Board of Directors may receive reimbursement for actual expenses incurred in the course of fulfilling their responsibilities.

CONFLICT OF INTEREST. A conflict of interest is always present whenever the corporation pays money or other compensation, or provides any tangible benefits, to an officer or member of the Board or to a member of a director's or officer's family. All transactions involving conflicts of interest must be approved using the following procedures: 1) Conflict of interest transactions must be approved by the full Board of Directors; they cannot be approved by staff, the Executive Director, or by a committee. 2) Directors and officers who have a conflict of interest in any matter must a) declare the existence of any direct or indirect conflict of interest, b) disclose its nature on the record, and c) abstain from voting on that matter. The minutes must record this to show that it was done. 3) The rest of the Board must analyze the transaction and sufficient information to ensure that all transactions involving a conflict of interest are fair to the corporation and that no special benefits are being given to any person. The information relied upon by the Board, and its source, must be recorded in the minutes. 4) All conflict-of-interest transactions must be approved by the affirmative vote of a majority of all of the members of the Board of Directors who do not have a conflict of interest involved in that issue, as long as no less than two disinterested directors vote to approve the transaction.

ARTICLE VII

PERSONAL LIABILITY AND INDEMNIFICATION

The Directors, officers, and members of the Corporation shall not be personally liable for any debt, liability or obligation of the Corporation. All persons, corporations or other entities extending credit to, contracting with, or making any claim against the Corporation may look only to the funds and property of the Corporation for the payment of any such contract or claim, or for the payment of any debt, damages, judgment or decree, or of any money that may otherwise become due or payable to them from the Corporation.

Every person who is or shall be or shall have been a Director or officer of the Corporation and that person's personal representative shall be indemnified by the Corporation against all costs and expenses reasonably incurred by or imposed upon such person in connection with or resulting from any action, suit or proceeding to which such person may be made a party by reason of being or having been a Director or officer of the

Corporation or of any subsidiary or affiliate thereof, except in relation to such matters as to which such person shall finally be adjudicated by such action, suit or proceeding to have acted in bad faith or to have been liable by reason of willful misconduct in the performance of the duties of director or officer. "Costs and expenses" shall include, but without limiting the generality thereof, attorney's fees, damages and reasonable amounts paid in settlement.

ARTICLE VIII

FISCAL YEAR

The fiscal year of the Corporation shall begin on the first day of January and end on the last day of December in each year, unless and until the Board of Directors determines that some other twelve-month period should be fixed.

ARTICLE IX

AMENDMENTS

The Board of Directors shall have the power to make, amend, alter and repeal the bylaws of this Corporation by an affirmative vote of two-thirds of the Directors in office immediately prior to any regular or special meeting of the Board called for that purpose if written notice is given of the intention to amend, alter, repeal, or adopt new bylaws at such meeting. Any bylaw changes approved by the Board of Directors shall be reported to the membership at the next Annual Membership Meeting.

ARTICLE X

SAVINGS CLAUSE

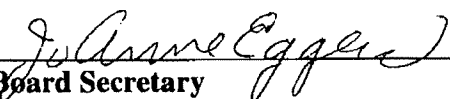
Any portion of these bylaws found to be contrary to law shall not invalidate the other portions.

Adopted by the Board of Directors of the National Center for Conservation Science & Policy on this 17 day of May, 2012.

Signed by:



Board President



Board Secretary

CLIENT 3022

GEOS INSTITUTE

6/15/16

9:09 AM

	2015	2014	DIFF
REVENUE			
CONTRIBUTIONS AND GRANTS.....	1,507,821	976,993	530,828
PROGRAM SERVICE REVENUE.....	3,800	45,009	-41,209
INVESTMENT INCOME.....	394	556	-162
OTHER REVENUE.....	22,275	19,943	2,332
TOTAL REVENUE.....	1,534,290	1,042,501	491,789
EXPENSES			
SALARIES, OTHER COMPEN., EMP. BENEFITS...	561,588	623,631	-62,043
OTHER EXPENSES.....	993,585	416,608	576,977
TOTAL EXPENSES.....	1,555,173	1,040,239	514,934
NET ASSETS OR FUND BALANCES			
REVENUE LESS EXPENSES.....	-20,883	2,262	-23,145
TOTAL ASSETS AT END OF YEAR.....	1,073,994	1,107,347	-33,353
TOTAL LIABILITIES AT END OF YEAR.....	258,600	271,070	-12,470
NET ASSETS/FUND BALANCES AT END OF YEAR.	815,394	836,277	-20,883

Geos Institute
UNAUDITED Statement of Activities

January through December 2016

	Jan - Dec 16
CHANGES IN UNRESTRICTED NET ASSETS	
REVENUE AND SUPPORT	
Grants and contributions	21,058
Service Income	37,481
Other Income	22,616
Investment Income	129
	81,284
Net assets released from restrictions	932,133
	1,013,417
 EXPENDITURES	
Salaries and Related Expenses	584,047
Contracts/Agreements	278,655
Advertising & Media	2,030
Books, Subscriptions & Dues	4,603
Conference & Workshops	2,161
Facilities Rented for Events	2,319
Legal Fees	2,655
Postage & Shipping	1,597
Printing & Copying	11,802
Project Licenses & Fees	530
Purchases for Retail	675
Travel	40,849
Accounting Fees	17,295
Board Insurance	2,194
Licenses and Fees	487
Occupancy Expenses	30,735
Supplies	9,738
Technology Services	10,485
Telecommunications	10,315
Miscellaneous Expenses	773
Depreciation & Amortization Exp	15,885
	1,029,830
CHANGES IN UNRESTRICTED NET ASSETS	-16,413
 CHANGES IN TEMPORARILY RESTRICTED NET ASSETS	
Grants and contributions	825,066
Net assets released from restrictions	-932,133
CHANGES IN TEMPORARILY RESTRICTED NET ASSETS	-107,067
CHANGE IN NET ASSETS	-123,479
NET ASSETS	
Beginning of year	815,393
End of year	691,914