



## DECLARATION OF COOPERATION

### University Park Community Center – Technology Center

#### **I. Introduction**

Partners in this project are working to bring more technology education and online access to families and children in the North Portland neighborhoods surrounding the University Park Community Center (UPCC).

In 1998, Intel Corporation donated enough computer technology to outfit an entire room in the community center with the latest computers, printers, scanners and other peripheral equipment. It was a stroke of fortune for the community center, which serves some of the lowest income neighborhoods in the state. Over the years, however, residents' awareness and use of the computer center has waned. Children and families simply are not taking advantage of the full potential of the Technology Center.

This spring, in conjunction with Intel's plans to further invest \$15,000 in technology upgrades for the center, the hi-tech firm and the UPCC began to organize support for expanded programming and more vigorous outreach for the Technology Center. In July, Governor Ted Kulongoski designated this effort an Oregon Solutions Project. He appointed Perry Gruber, Intel Community Affairs Manager, as Convener and asked him bring together key stakeholders from public, private, and non-profit entities to integrate resources and advance this project.

The following sections of this Declaration of Cooperation outline the elements of this collaborative project and detail the individual commitments of stakeholders on the Oregon Solutions Team.

#### **II. Project Outline**

##### A. Teaching and Learning Programs

Oregon Solutions team members have identified resources for a suite of new classes and learning programs that will be offered to North Portland residents through the UPCC Technology Center. Some classes and programs will be available starting immediately in

the fall quarter (October-December). Others will be available as part of the Grand Reopening of the Technology Center in the winter quarter (January-March). The following is a summary of classes and programs the Oregon Solutions team has secured for the center.

- Internet Made Easy
- Meet Your PC
- Personal Financial Planning
- Explore Your Genealogy
- Digital Photography
- Basic Computer Skills (for Spanish speakers)
- CLICK—Computer Learning is Cool for Kids (program for youth)
- eSylvan Learning Systems (program for youth)
- Lego Robotics (youth)
- Preschoolers meet the Mouse! (youth)
- Computers for little Bytes (youth)
- Computers for People with Disabilities
- Crafty Computers (seniors)
- Computer Resources for Single-Moms
- Columbia Villa Digital History workshop

Oregon Solutions team members have organized a Curriculum/Instructor committee to continue to develop classes, recruit teachers, and prepare program materials.

In addition to classes and programs, team members identified the need for a UPCC Technology Center Web site that can link North Portland residents to the center, to community events and resources, and to online opportunities for shopping, banking, communicating with teachers, etc. Team members have established an initial online presence for the center and will continue to pursue a fully customized Web site.

#### B. Volunteer Staff and Mentors

Project team members have recruited volunteers to teach classes, to conduct outreach, and to mentor Technology Center users. Team members are helping the UPCC Technology Center director to establish a volunteer management system and to design a volunteer coordinator position at the center. One desired use of volunteer mentors is to have them staff a “Help Desk” that will be available to people using computers in the center and available by phone to people using computers at home.

#### C. Incentives

Oregon Solutions team members are developing incentives to spur North Portland residents to take advantage of the Technology Center and the broader digital opportunities. Team members have secured donations of refurbished computers to give away through the UPCC Technology Center. They are also actively pursuing business sponsored incentives for participants in the center’s programs. Recognizing that quality

programs are often their own incentives, team members are working to recruit skilled instructors and to ensure that participants have “take home” products from every class or activity.

#### D. Outreach

Oregon Solutions team members are promoting the Technology Center’s classes and programs through partnerships with community organizations, schools, and local government. Team members are working with the Technology Center director to develop marketing materials and translate them into Spanish. An Outreach committee has been organized to conduct outreach for fall classes, for winter classes and programs, and for a special Fair organized in preparation for the Grand Reopening of the Technology Center.

#### E. Technology Center Grand Reopening Fair

Project team members are organizing a “fair-type” event in early December to introduce North Portland residents to the new classes and programs at the UPCC Technology Center. The fair will incorporate booths and activities that preview the center’s programs. Team members have secured funding for the fair and have recruited speakers and people to staff the various booths. A Fair committee is coordinating the details of the event.

#### F. Fundraising

Team members have agreed to work together to pursue funding for the UPCC Technology Center so that it can continue to offer the best in technology education and online opportunities to the residents of North Portland.

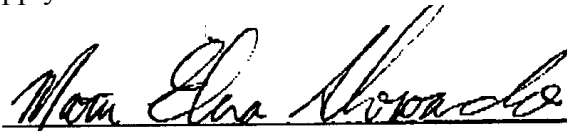
### III. Commitments and Contributions

This Declaration of Cooperation, while not a binding legal contract, is evidence to and a statement of the good faith and commitment of the undersigned parties.

---

Maria Elena Avarado, Frente Community and Roosevelt High School:

Will work on Hispanic community outreach and translation of flyers when needed. Will be a resource and advisor on ESL issues and be a liaison with PCC. Will advise and serve on Program committee. Will identify books and resources to have on hand in Computer lab to instruct college bound youth on scholarship searches. Will help to identify Latino speaker for the Fair in order to attract the Latino Community. Will co-apply for funds.

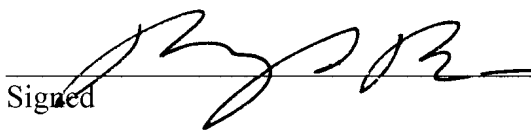
  
Signed

9-10-03  
Date

---

Rob Bole, One Economy Corporation:

Will contribute 15-25 eSylvan Learning System scholarships to be used by North Portland youth through the UPCC Technology Center. Will help the Technology Center director and UPCC director set up the required technical systems to conduct the eSylvan Learning System program. Will present the program at the Fair. Will help connect the resources of One Economy and thebeehive.org to this project. Will contribute curriculum for "How to Buy a Computer" Class (with Portland Youth Builders). Will work on the Fair Planning committee. Will co-apply for funds.

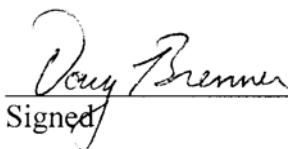
  
Signed

9/4/03  
Date

---

Doug Brenner, Portland Parks and Recreation:

Will improve technology education and online access through the University Park Community Center. Will make the computer lab accessible to the community. Will provide teaching and training for the community. Will provide a full-time Computer Coordinator for the computer laboratory.

  
Signed

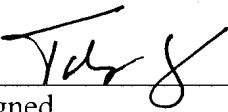
9/4/03  
Date

---

---

Talya Clay, Multnomah County Library:

Will provide Basic Online Literacy curriculum from the library and may be willing to instruct this class as a paid instructor. Will serve as a resource and advisor for translations for flyers and other outreach materials. Will advise and serve on the Outreach Committee, doing outreach through the Library. Will advise on Program Committee. Will Co-apply for funds.

  
Signed

9/4/03  
Date

---

Lisa Conroy, Oregon State University, Washington County 4-H Program:

Will contribute Web Wizards' basic computer class curriculum. Will co-apply for funds.

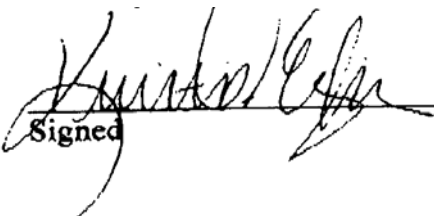
Signed

Date

---

Kristi Erlich, Portland Youth Builders:

Will make refurbished PCs (Pentium II or better) available to low-income families/individuals who utilize UPCC's services. These units will be available at no cost or for the cost of spare parts needed to refurbish them (very minimal). Portland Youth Builder students may also be available to demonstrate how to set up PCs and/or provide technical support services to recipients. Will advise the Technology Center director and the UPCC director on setting up a support system for recipients of computers. (Setting up such a system and verifying low-income status are conditions of the contribution).

  
Signed

09.09.03  
Date

---

Jesus Estrada, Frente Community:

Will identify people within local high schools whom can identify volunteers. Will help to identify Hispanic/Latino speaker for the Fair in order to attract Latino Community. Will make connection with ASTIRE instructor for either class to be held at UPCC or promotion of student continued use of Internet access after attending class at local high

school. Will advise and help locate information or instructors for class on college scholarships. Will work on Hispanic community outreach. Will co-apply for funds.

---

Signed

Date

---

Ruthe Farmer, Girl Scouts – Columbia River Council:

Will bring Fair Play: Design and Discovery to the UPCC Technology Center. Fair Play: Design and Discovery is a design and engineering initiative for girls in grades 7 - 10. Girls are matched with adult mentors. Mentors are typically engineers or designers with experience in the subject area of the project. Girls present their final projects at a Mini Engineering Fair and are supported in entering projects in the Northwest Science Expo. Fair Play: Design & Discovery will be offered at UPCC October 7-November 13 on Tues/Thurs evenings from 5-7 PM. Cost is \$150 per girl and scholarships are available.

---

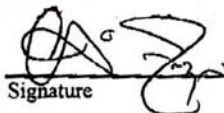
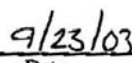
Signed

Date

---

Chris Frazier, Work Systems, Inc.:

Will work on the Fair Planning committee. Will co-apply for funds.

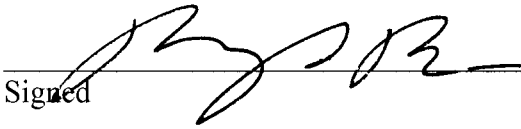
   
Signature Date

---

Mark Frischmuth, Catalyst Financial:

Will provide both curriculum and instruction for a six-month financial planning class to be offered through the Technology Center. Will chair the Program committee to help the Technology Center director develop and plan classes and programs for the winter quarter. Will co-apply for funds.

Signed



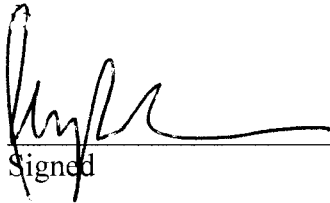
9/4/03  
Date

---

Perry Gruber, Intel Corporation:

Will provides funding for the Grand Reopening Fair. Will lead the Fair planning committee. Will continue to coordinate the project team through implementation. Will coordinate Intel employee participation in the Technology Center's volunteer opportunities. Will assist the Technology Center director in developing curriculum, outreach materials, and volunteer management systems. Will chair Fair Planning Committee. Will coordinate a media strategy for the Fair. Will co-apply for funds.

Signed



9/4/03  
Date

---

Corinne Hickey, Oregon MESA and Computer Learning is Cool for Kids (CLICK):

Will bring the CLICK program to the center and make the center a CLICK certified site. Will bring Xerox employees to the center once a month to mentor kids in CLICK program. Will work with UPCC to continue to build a community-based mentor program. Will help develop outreach and marketing materials. Will advise on establishing volunteer management system. Will work on the Fair Planning committee. Will co-apply for funds.

Signed

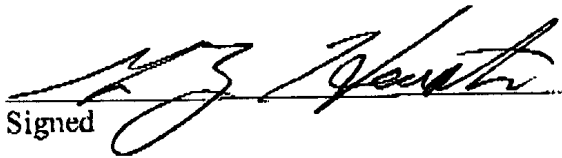



9/4/03  
Date

---

George Hueston, Hillsboro Police Department:

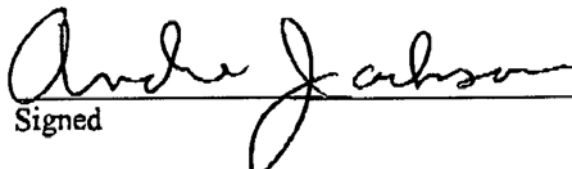
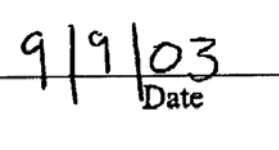
Will provide Internet safety and awareness curriculum (CARE) for use through the center. Will help the Technology Center director find instructors for this program. Has set up a listserv to facilitate communication among the project team. Will co-apply for funds.

 Signed \_\_\_\_\_  Date

---

Andre Jackson, Housing Authority of Portland:

Will help conduct outreach for the UPCC Technology Center's programs and classes. Will work to connect HAP residents to volunteer opportunities at the center. Will promote the center's programs and classes through HAP's communication with Columbia Villa residents as they are relocated during the HOPE VI renovation project.

 Signed \_\_\_\_\_  Date

---

Lee Jenkins, University Park Community Center Director:

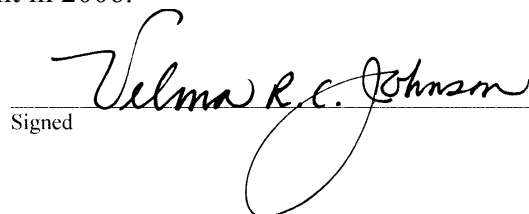
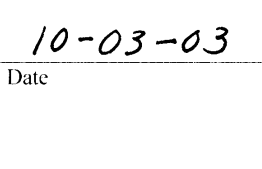
Will continue to support the Technology Center, its staff, its users, and its program with the full extent of the resources available to the Director.

 Signed \_\_\_\_\_  Date

---

Velma Johnson, Public School Principal, Retired

Will serve as a liaison and advisor to local schools and administrators regarding outreach for UPCC. Will assist with coordination of the Columbia Villa digital history workshop through the Technology Center at UPCC that will engage North Portland residents with PSU students in developing a Columbia Villa history website, archives, and exhibits. The project will ultimately become part of the Housing Authority's new Columbia Villa development in 2006.

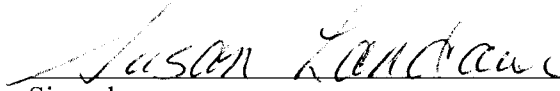
 Signed \_\_\_\_\_  Date

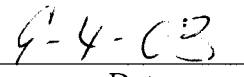


---

Susan Landauer, Community Association of Portsmouth:

Will be a part of the outreach committee. Will do outreach and will work on volunteer recruitment when needed through Portsmouth Newsletter. Will Co-apply for funds.

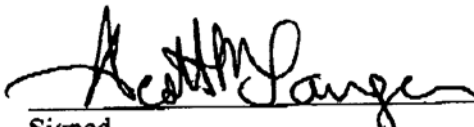
  
Signed

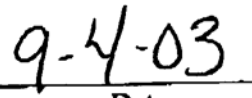
  
Date

---

Scott Langen, Boys and Girls Clubs of Portland:

Will commit to participating in curriculum and instructor committees, signing joint funding requests, and referring families of Club members to UPCC.

  
Signed

  
Date

---

Oso Martin, Free Geek:

Will provide "backend" technologies for the UPCC Web site. Will provide space in computer technology classes at Free Geek's facility for North Portland residents who register through UPCC. Will provide names of potential volunteers from Free Geek's database. Will help connect the resources of City Repair to this project (e.g. outdoor tents for the Fair, if needed). Will explore the possibility of donating refurbished computers to UPCC users to take home. Will work on the Program Committee. Will co-apply for funds.

  
Signed

  
Date

---

Latosha Means, Network of Intel African Americans (NIA):

Will connect NIA members to volunteer opportunities at the UPCC technology center, including mentoring youth and teaching classes. NIA members will also help with planning the Grand Reopening Fair. NIA members including, Hanika Mitchell, Napoleon

Hogers, and Leon West, have already been involved in advancing this project. Will work on Program Committee.

*[Signature]* 9.4.03  
Signed Date

---

Tamala Newsome, John Ball School:

Will promote connection between students at John Ball School and UPCC Technology Center through her teachers. Will contact parent group about possibly organizing homework times staffed with volunteer parents from that group in the technology center at UPCC. Will allow UPCC technology center outreach through John Ball School. Will Co-apply for funds.

*Tamala M.W. Newsome* Sept. 8, 2003  
Signed Date

---

Farnell Newton, UPCC Technology Center director:

Will take the lead in implementing the agreements in this Declaration of Cooperation. Will work with the project team to implement these agreements. Will teach develop curriculum and recruit teachers. Will teach classes. Will chair Outreach Committee. Will take the lead in co-applying for funds.

*[Signature]* 9/4/03  
Signed Date

---

Steve Ontiveros, Kenton Neighborhood Association:

Will provide curriculum and instruction for a genealogy class through the center. Will demonstrate "power of the Internet and computers" at the Fair. Will help with design for the UPCC Technology Center Web site. Will work on Fair Planning committee. Will co-apply for funds.

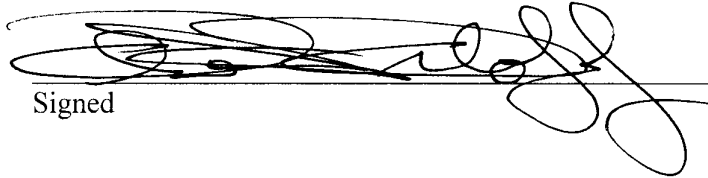
*[Signature]* 04 SEP 03  
Signed Date

---

Chet Orloff, PSU, Urban Studies & Planning:

Will coordinate a Columbia Villa digital history workshop through the Technology Center that will engage North Portland residents with PSU students in developing a

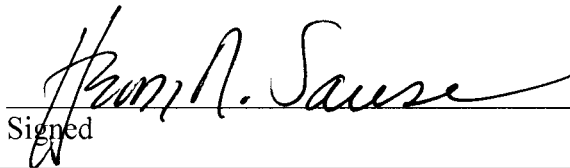
Columbia Villa history Web site, archives, and exhibits. The project will ultimately become part of the Housing Authority's new Columbia Villa development in 2006.

 Signed \_\_\_\_\_ Date Sept. 4, 2003

---

Heidi Sause, University of Portland:

Will work with Mark Frischmuth, Catalyst Financial, to provide both curriculum and instruction for a six-month financial planning class to be offered through the Technology Center. Will co-apply for funds.

 Signed \_\_\_\_\_ Date 9/4/03

---

Serena Stoudamire, Tri-Met:

Will provide bus tickets for youth to access UPCC Technology Center classes and programs.


---

Signed \_\_\_\_\_ Date \_\_\_\_\_

---

Paul Steger, Portsmouth Middle School:

Will promote connection between students at Portsmouth Middle School and UPCC Technology Center through his teachers. Will contact parent group about possibly organizing homework times staffed with volunteer parents from that group in the technology center at UPCC. Will allow UPCC technology center outreach through Portsmouth Middle School. Will Co-apply for funds.

 Signed \_\_\_\_\_ Date 9.8.03

---

Cynthia Strickland, North Portland Neighborhood Services:

Will work on the Outreach Committee. Will do outreach through communities, neighborhood associations and local churches. Will work on the Outreach committee and will share PR responsibilities with Carolyn Quan Lee. Will co-apply for funds.

Cynthia Strickland 09.04.03  
Signed Date

---

Jerry Watson, Technology Transfer Center:

Will help set up a UPCC Web site. Will work on the Outreach committee. Will co-apply for funds.

Jerry Watson 9/4/2003  
Signed Date

---

William K. Zimmers, :

Will design professional, culturally relevant works in support of the computer technology center.

---

William K. Zimmers 8/4/03  
Signed Date

#### **IV. Implementation**

Signers to this Declaration of Cooperation are responsible for the implementation of the project outline and for follow through on the commitments and contributions. As such, project team members have agreed to work on the committees described below. Team members have also agreed to meet a few more times as a whole group to check in on progress and to identify any new commitments or contributions that could be added to this Declaration of Cooperation, which is intended to be a “living, growing document.”

The agreed upon meeting schedule for the whole group is as follows:

- One meeting in late October or early November
- Attend the Grand Reopening Fair in early December
- Meet at the end of the winter quarter in March or April to evaluate implementation

The established committees for implementation are:

- Curriculum/Instructors committee
- Outreach committee
- Fair Planning committee

Committees will set their own meetings as necessary

\*\*\*\*\*

Attachment A – Project Team Members and Contact Information

## Attachment A – Project Team Members and Contact Information

Maria Elena	Avarado	Outreach Staff	Frente Community	Frente_comun@yahoo.com	503-349-6090
Robert	Bole	Senior Program Officer	One Economy Corporation	rbole@one-economy.com	503-282-2824
Doug	Brenner	Recreation Manager	Portland Parks and Recreation	pkdoug@ci.portland.or.us	503-823-5255
Talya	Clay		St. Johns Library Branch Multnomah County Library	Talyac@multcolib.org	503-988-5379
Lois	Cohen	Director Community Partnerships	Portland State University, School of Education	cohenl@pdx.edu	503-725-8289
Lisa	Conroy	Faculty, coordinator	OSU, Washington county 4-H Program	<a href="mailto:Lisa.Conroy@orst.edu">Lisa.Conroy@orst.edu</a>	503.725.2113
Kristi	Erlich	CT Program Coordinator	Portland Youth Builders	kristi_E@pybpx.org	503-286-9350
Leslie	Esinga		Columbia Villa		
Jesus	Estrada	President	Frente Community	frente_comun@yahoo.com	503-349-6090
Ruthe	Farmer		Girl Scouts and Oregon Robotics	<a href="mailto:farmerr@juliette.com">farmerr@juliette.com</a>	
Chris	Frazier	RYA Director	Work Systems, Inc	cfrazier@worksystems	503-478-7326
Mark	Frischmuth		Catalyst Financial	mark@catalystfn.com	503-224-4686
Sharon	Fritsch		Oregon Solutions	sfritsch@nwlink.com	503-650-7953
Marcel	Goss	Lead Mentor	UPCC		
Tom	Griffin-Valade		Office of Neighborhood Involvement		503.823.4513
Perry	Gruber	Community Affairs Manager	Intel	perry.l.gruber@intel.com	503-613-5752
Michelle	Harper		Portland Parks and Recreation	mharper@ci.portland.or.us	503-823-5108
Jeremy	Hays		Oregon Solutions	<a href="mailto:hays@pdx.edu">hays@pdx.edu</a>	503-725-9092
George	Heuston		Hillsboro Police Dept.	georgeh@ci.hillsboro.or.us	503.615.6628

Corinne	Hickey	CLICK Program MESA program (CLICK) Coordinator		corinneh1@earthlink.net	503.936.7606
Napoleon	Hogers		Intel NIA		503.613.7987
Andre	Jackson	Community Relations	Housing Authority	andrej@hapdx.org	503.802-8424
Lee	Jenkins	Director	UPCC	PKLJENK@ci.portland.or.us	503.823.3631
Velma	Johnson	Retired Principal	Portsmouth School	Velmajohnson7@msn.com	503.916.5666
Susan	Landauer	Chair	The Community Association of Portsmouth	<a href="mailto:landauer@hevanetcom">landauer@hevanetcom</a>	503.240.8713
Scott	Langen		Boys and Girls Clubs of Portland	<a href="mailto:slangen@bgclubportland.org">slangen@bgclubportland.org</a>	503-232-0077
Lisa	Manning	Community Relations	Self Enhancement Incorporated	lisam@selvfenhancement.org	503-249-1721, x.264
Lori	Martin	Secretary	John Ball School	<a href="mailto:lmartin@pps.k12.or.us">lmartin@pps.k12.or.us</a>	503.916.6250
Oso	Martin	Executive director	FREE GEEK	<a href="mailto:oso@freegeek.org">oso@freegeek.org</a>	503.232.9350
Dave	Masunaga		George School		503.916.6262
LaTosha	Means	Engineering Tech	Network for Intel African Americans (NIA)	<a href="mailto:Latosha.means@intel.com">Latosha.means@intel.com</a>	503.264.7055
Kelly	O'Gara		Concordia University Service Learning	<a href="mailto:kogara@cu-portland.edu">kogara@cu-portland.edu</a>	503-493-6448
Hanika	Mitchell	NIA Vice-Chair	Intel NIA	<a href="mailto:hanika.l.mitchell@intel.com">hanika.l.mitchell@intel.com</a>	503.531.7826
Tamala	Newsome	Principal	John Ball School	<a href="mailto:tnewsome@pps.k12.or.us">tnewsome@pps.k12.or.us</a>	503.916.6250 and home 503.281.6433
Farnel	Newton	Technology Center	UPCC	<a href="mailto:farnellnewton@hotmail.com">farnellnewton@hotmail.com</a>	
Steve	Ontiveros	Board Member	Kenton Neighborhood Assn	<a href="mailto:Steve@Ontiveros.net">Steve@Ontiveros.net</a>	503-735-0254
Chet	Orloff	Adjunct Professor	PSU, Urban Studies and Planning	chetorloff@msn.com	503/223-5932



Zari	Santner	Director	Portland Parks and Rec.	<a href="mailto:santnerz@ci.portland.or.us">santnerz@ci.portland.or.us</a>	503-823-5379
Heidi	Sause		University of Portland	<a href="mailto:sauses@up.edu">sauses@up.edu</a>	503.943.7782
Maria Elena	Scott	Manager	Housing Authority Tamarack		503-802-8456
Amy	Spring	Asst. Director for Community Based Learning	Portland State University	<a href="mailto:spring@pdx.edu">spring@pdx.edu</a>	503-725-5582
Paul	Steger	Principal	Portsmouth Middle School	<a href="mailto:psteger@pps.k12.or.us">psteger@pps.k12.or.us</a>	
Cynthia	Strickland	Community Outreach Information	North Portland Neighborhood Services	<a href="mailto:cstrickland@ci.portland.or.us">cstrickland@ci.portland.or.us</a>	503-823-4524
Jerry	Watson	Founder	Technology Transfer Center	<a href="mailto:techtransfercenter@yahoo.com">techtransfercenter@yahoo.com</a>	1-800-656-6781

c:\documents and settings\fritsch\my documents\sharon\documents\upcc doc 10\_17\_sigs.doc (Mark Fritsch)

