

AGREEMENT FOR OFF-CYCLE GRANT

This Agreement is between the Mt. Hood Cable Regulatory Commission (Commission), through the Bureau of Planning and Sustainability (BPS), and Portland Art Museum (Grantee) (together referred to as the “Parties”).

RECITALS:

This Agreement is entered into for the purpose of providing the Commission's grant funds for implementation of the Grantee's fiscal sponsorship of the “Desert Island Studios Membership Expansion” Project.

AGREEMENT:

1. Grant Amount, Use of Grant

Grantee is awarded an amount not to exceed \$115,074 for specific capital costs related to the Grant project. Grantee shall use the Grant funds exclusively for the purposes outlined in its Grant Application (the "Grant"). The Grant Application is attached to this Agreement as Attachment 1, and incorporated herein by reference. Grantee shall not use the Grant funds for any purposes other than those set forth in Attachment 1.

2. Project Manager

The Commission's Project Manager shall be Rana DeBey or such other person as shall be designated in writing by the BPS Community Technology Program Manager.

3. Payments

Upon submission of an invoice from Grantee, and upon certification by the Project Manager that the invoice is in accordance with this Agreement, the Commission shall disburse an advance payment to the Grantee in the amount of \$115,074, as specified in the invoice, within thirty (30) days after receipt of the invoice.

Grantee shall submit the invoice online through the Commission’s online grants management system using the claims module. The invoice, uploaded as an attachment to the grants management system claims module, shall be on Grantee’s letterhead, signed and dated by an authorized representative of Grantee and addressed to “MHCRC c/o City of Portland.” The invoice shall include an invoice number, the title of the Grant project and the total grant amount authorized by the Grant. If the Project Manager finds that the invoice is not in accordance with this Agreement, the Project Manager shall notify the Grantee of the reason(s) for the disallowance and non-payment.

Grantee agrees to operate the program as described in the Grantee’s Grant Application and to expend funds in accordance with the approved budget, unless the Grantee receives prior written approval from the Commissioner’s Project Manager to modify the program or the budget.

All expenditures made from Grant funds for Grant project capital costs must be made at least sixty (60) days prior to the expiration of this Agreement.

Grantee shall repay to the Commission, thirty (30) days prior to the expiration date of this Agreement, any Grant funds that have not been expended for Grant purposes.

4. Financial Records

Grantee shall account for the Grant funds separately in its books of accounts. Grantee shall charge only Grant-related expenditures against Grant funds.

Grantee agrees to keep accurate and complete financial records that will enable the Commission to easily determine the use of Grant funds and the allocation method of Matching Funds committed by Grantee and Project Partners in the Grant for the project. Grantee shall maintain all financial records related to the Grant for one (1) year after the termination of this Agreement. Grantee shall provide the Commission prompt access to these records upon request and permit copying as the Commission may require.

5. Reports

Grantee shall submit Interim Status Reports and a Final Status Report (collectively referred to as 'Report(s)') to the Project Manager using the Commission's online grants management system. The Reports shall include both programmatic and financial information as established by the Commission. For a Report to be acceptable to the Project Manager, the Grantee shall document and clearly describe the progress of the grant scope in accordance with the reporting schedule defined below.

Interim Status Reporting periods are June 1, 2023, through November 30, 2023; December 1, 2023 through May 30, 2024. Interim Status Reports are due within thirty (30) days of the end of each reporting period.

Grantee shall submit a Final Status Report no later than July 30, 2024.

Interim and Final Status Reports shall include an accurate and complete financial report of Grant fund and Matching fund expenditures. The Report shall include copies of receipts or other evidence of payment for actual grant funded capital costs incurred by Grantee related to the Grant. Reported expenses will be charged against the advanced funds and will be made after review and approval of the status reports.

The Project Manager, at her/his sole discretion, may require additional programmatic information or financial documentation of Grant project expenditures. Grantee shall make its books, general organizational and administrative information, documents, papers and records that are related to this Agreement or Grantee's performance of services related to this Agreement available for inspection by the Project Manager or other Commission representatives during reasonable business hours following five (5) business days advance written notification from the Project Manager.

Grantee shall immediately provide notice in writing by electronic mail to the Project Manager when Grantee anticipates or realizes any deviation in the Grant project which may result in Grantee's inability to complete the Grant project as originally submitted and approved by the Commission.

6. Project and Fiscal Monitoring

The Commission and the Project Manager shall monitor the Grantee's performance on an as needed basis to assure compliance with this Agreement. Such monitoring may include, but is not limited to, on site visits at reasonable times, telephone interviews and review of required reports. Monitoring will cover both programmatic and fiscal aspects of the Grant. The frequency and level of monitoring will be determined by the Project Manager. Grantee shall remain fully responsible at all times for performing the requirements of this Agreement.

7. Audit

Because grant funds are derived from the cable franchises, the cable companies may conduct a financial review or audit of Grantee for the purpose of verifying whether use of capital grant funds is in accordance with the requirements of cable franchises related to use of capital grant funds. If the Commission receives notice from a cable company in accordance with the terms of the cable franchises of such audit or review, the Commission's Project Manager shall notify Grantee within five (5) business days of receiving the notice, and shall identify to Grantee the relevant financial records of Grantee that the cable company seeks to review. The scope of such audit or review of Grantee shall be consistent with the terms of the applicable cable franchise. Grantee agrees to make such relevant financial records available to cable company's authorized representative for inspection and copying. Such records shall be reviewed during normal business hours at a time and place made available by Grantee. The Commission's Project Manager shall promptly provide Grantee with written notice of the audit or review's conclusions.

8. Publicity

During the term of this Grant Agreement, Grantee shall use its best efforts to mention the Commission's grant funding in publicity regarding the program(s) that will be supported by the grant funds.

Any publicity regarding the project shall indicate that the project was made possible by a Grant from the Commission through funds provided by the cable companies. Grantee shall notify the Project Manager before releasing information about the Grant to the press or other news media. The Commission may include information regarding the Grant in periodic public reports.

9. No Other Obligations/Complete Agreement

Grantee acknowledges that, except for the Grant, the Commission has no obligation to provide, and the Commission has not led Grantee to believe in any way (whether expressly or by

implication) that the Commission will provide any additional or future assistance, financial or otherwise, either to Grantee or for the Grant project.

This Agreement contains the complete agreement of the parties. This Agreement may not be assigned, nor may any of the Commission's rights be waived, except in writing signed by a duly authorized representative of the Commission. The Commission may specifically enforce, or enjoin a breach of, the provisions of this Agreement, and such rights may be freely assigned or transferred to any other governmental entity by the Commission.

10. Representations

Grantee represents that it has full power and authority, and has obtained all necessary approvals, to accept the Grant, to carry out the terms of the Grant and this Agreement, and to conduct the Grant project in compliance with all applicable laws.

11. Indemnification

Grantee shall hold harmless, defend, and indemnify the Commission, and its officers, agents and employees against all claims, demands, actions, and suits (including all costs) brought against any of them arising from actions or omissions of Grantee and/or its contractors in the performance of this Agreement.

Prevailing wage indemnity. Grantee agrees to indemnify, defend, and hold harmless the MHCRC, its employees, officers, and agents, from and against any claim, suit, or action, including administrative actions, that arise out of Grantee's failure to comply with ORS279C.800 to 279C.870 and any applicable administrative rules or polices.

12. Compliance with Laws

The Commission and Grantee agree to comply with all applicable local, state and federal laws and regulations that apply to the subject matter of this Agreement.

13. Amendment

The Project Manager is authorized to amend the terms and conditions of this Agreement, provided such changes do not increase the Grant amount or the Commission's financial risks or change the purpose of the Grant. If approved, such amendments shall only be effective if in writing, and signed by duly authorized representatives of both Parties. Any change in the amount of the Grant funds or the financial risks under this Agreement must be approved by vote of the Commission.

14. Term of the Agreement

This Agreement becomes effective on June 1, 2023, unless Grantee fails to sign and return the Agreement to the Commission within thirty (30) days of Commission action to approve the Agreement, in which event this Agreement shall be null and void. The term of this Agreement is

through, and including, August 31, 2024, unless extended or earlier terminated under the terms of this Agreement.

15. Early Termination of Agreement

This Agreement may be terminated prior to the expiration of its term by:

- (a) Written notice provided to Grantee from the Commission before any obligations are incurred; or
- (b) Mutual written agreement of the Parties.
- (c) Alternatively, the Commission may, upon thirty (30) days written notice, terminate this agreement for any reason deemed appropriate in its sole discretion.

Termination of this Grant shall be without prejudice to any obligations or liabilities of either party already accrued prior to such termination. However, upon receiving a notice of termination, Grantee shall immediately cease all activities under this Grant, unless expressly directed otherwise in writing from the Commission in the notice of termination. Further, upon termination, the Commission and/or Grantee shall deliver to the other party all works-in progress and other property that are or would be deliverables had the Grant been completed. Grantee shall be entitled to receive reasonable compensation as provided for under this Agreement for any satisfactory work completed up until the time of notice of termination.

16. Material Failure to Perform

The Project Manager may terminate this Agreement after determining that Grantee has failed to comply with any material term or condition of this Agreement. It shall be a material breach and cause for termination of this Agreement if Grantee uses grant funds outside the scope of this Agreement.

Notice and Opportunity to Cure. The Project Manager shall give Grantee written notice of the intent to terminate this Agreement, identifying the reasons for such action. Grantee shall have thirty (30) days from the date of the written notice to cure the breach. If the breach is of such nature that it cannot be completely cured by Grantee within the thirty (30) day period, then Grantee shall submit a cure plan to the Project Manager no later than fifteen (15) days from the date of the written notice. Grantee's cure plan shall include actions, steps, and a time period to cure the breach. Grantee must obtain written consent from the Project Manager to proceed with a cure plan under an extended cure period.

No Payment During Cure Period. During the cure period or extended cure period, the Commission is under no obligation to accept or pay invoices submitted by Grantee under this Agreement. Grantee shall not perform services or take actions that would require the Commission to pay grant funds to Grantee without the written consent of the Project Manager. Grantee shall not spend unused grant funds and such unused funds shall be solely held in trust for the Commission.

Grantee shall be solely responsible for any expenses associated with cure of its noncompliance or failure to perform.

Cause for Termination. If Grantee fails to cure the material breach within thirty (30) days of the written notice of termination, or if Grantee does not receive consent from the Project Manager to proceed with a cure plan and executes the cure plan satisfactory to the Project Manager, then the Commission may, at its sole discretion, require Grantee to refund to the Commission any amounts improperly expended, any unexpended amounts or the full amount of Grant funds paid by the Commission to Grantee for the Grant project in compliance with the terms and conditions of this Agreement.

17. Suspension of Work

The Project Manager may at any time give notice in writing to Grantee to suspend work and expenditure of funds provided under this Agreement. The notice of suspension shall specify the date of suspension and the estimated duration of the suspension. Grantee shall immediately suspend work and expenditure of funds to the extent specified. During the period of the suspension Grantee shall properly care for and protect all projects in progress including materials, supplies, and equipment that are on hand for performance of the Grant. The Project Manager may, at any time, withdraw the suspension of work as to all or part of the suspension in written, by electronic mail, notice to Grantee specifying the effective date and scope of withdrawal. Grantee shall then resume diligent performance of the work. In no event shall Grantee be entitled to any incidental or consequential damages because of suspension.

The causes for suspension of work include, but are not to be limited to, Project Manager's concerns about Grantee's ability to complete the Grant in accordance with this Agreement or any other non-compliance with the Agreement.

18. Non-Discrimination

In carrying out activities under this Agreement, Grantee shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, disability or source of income. Grantee shall take actions to insure that applicants for employment are employed, and that employees are treated during employment, without regard to their race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, or disability. Such action shall include but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Grantee shall state that all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, marital or economic status, familial status, national origin, sexual orientation, disability or source of income. In regard to carrying out activities under this Agreement, Grantee shall further not arbitrarily refuse to provide services to any person and shall not discriminate in offering services on the basis of race, color, religion, age, sex, marital or economic status, national origin, sexual orientation, disability or source of income.

19. Severability

Commission and Grantee agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

20. Choice of Law and Choice of Forum

This Agreement shall be construed according to the laws of the State of Oregon, without regard to its provisions regarding conflict of laws. Any litigation between the Commission and Grantee arising under this Agreement or out of work performed under this Agreement shall occur, if in the state courts, in the Multnomah County court having jurisdiction thereof, and if in the federal courts, in the United States District Court for the State of Oregon.

21. Survival

As of the date of termination of this Agreement, any pre-existing unresolved claim or dispute by either Party, including but not limited to, money owed, performance due, or any other obligations of the Parties, that is the result of the other Party's performance or non-performance, will, by their terms, survive termination of this Agreement and will be resolved in accordance with the terms and conditions of this Agreement. All indemnity and unperformed obligations will survive termination of this Agreement. The obligation under Section 5 to submit a Final Report shall also survive termination of this Agreement.

22. Assignment

This Agreement or any interest therein may not be assigned or subcontracted without the prior written consent of the Project Manager. In the event of transfer without prior written consent, the Commission may refuse to carry out this Agreement with either the transferor or the transferee and yet retain and reserve all rights of action for any breach of contract committed by Grantee.

Notwithstanding Grantee's use of any subcontractor for performance of this Agreement, Grantee shall remain obligated for full performance hereunder, and the Commission shall incur no obligation other than its obligations to Grantee under this Agreement. Grantee agrees that if subcontractors are employed in the performance of this Agreement, the Grantee and its subcontractors are subject to the requirements and sanctions of ORS Chapter 656, Workers' Compensation.

23. Electronic Means

The parties agree the Commission and Grantee may conduct this transaction, including any contract amendments, by electronic means, including the use of electronic signatures.

24. Notice

Any notice provided for under this Agreement shall be sufficient if in writing and (1) delivered personally to the following addressee, (2) deposited in the United States mail, postage prepaid, certified mail, return receipt requested, (3) sent by overnight or commercial air courier (such as Federal Express), or (4) email addressed as follows, or to such other address as the receiving party hereafter shall specify in writing:

If to the Commission:

Attn: Rana DeBey, Project Manager:
Mt. Hood Cable Regulatory Commission
c/o City of Portland
Bureau of Planning & Sustainability
1810 SW 5th Ave, Suite 710
Portland, OR 97201
Email: rana.debey@portlandoregon.gov

If to Grantee:

Attn: Ben Popp, Project Manager
Head of Artist Services
Portland Art Museum
1219 SW Park Ave
Portland, OR 97205
Email: ben@pamcut.org

With a copy to:

Attn: Ashley Song, Co-Director
Desert Island Studios
645 N. Tillamook St.
Portland, OR 97227
Email: ashleymellinger@me.com

With a copy to:

Attn: Rene Deras, Financial Officer
Portland Art Museum
1219 SW Park Ave
Portland, OR 97205
Email: rene.deras@pam.org

Any such notice, communication or delivery shall be deemed effective and delivered upon the earliest to occur of actual delivery, three (3) business days after depositing in the United States mail as aforesaid, one (1) business day after shipment by commercial air courier as aforesaid or the same day an email transmission is sent (or the first business day thereafter if sent on a Saturday, Sunday or legal holiday).

AGREEMENT FOR OFF-CYCLE GRANT: Desert Island Studios Membership Expansion

GRANTEE: Portland Art Museum

BY: _____ Date: _____

Name: _____

Title: _____

MT. HOOD CABLE REGULATORY COMMISSION SIGNATURES:

By: _____ Date: _____
Mt. Hood Cable Regulatory Commission Chair

Approved as to Form:

By: _____ Date: _____
Mt. Hood Cable Regulatory Commission Attorney



Desert Island Studios

645 North Tillamook Street, Portland Oregon

MHCRC Community Technology Grant Full Application

April / May 2023

Application Portal - www.mhcrccommunitygrants.org

ORGANIZATION INFORMATION

Organization Name: Desert Island Studios

Organization Type: Business (fiscally sponsored through PAM CUT)

Tax ID: 93-0391604

Address: 645 N Tillamook St, Portland, OR 97227

Email: info@desertislandstudiospdx.com

Phone: (503) 841-6437

Primary Contact

Name: Ashley Song

Email: ashleymellinger@me.com

Phone: (443) 791-5830

Title: Co-owner

PROJECT NARRATIVE

Total Grant Funds: \$115,074

Total Match Funds: \$117,000

Total Funds: \$232,074

Proposed Technology: Production Studio Renovation and Equipment Purchases (Studio Membership Expansion)

Public Benefit Area: Improving Community Involvement

Project Purpose:

Founded in 2016 by filmmaker [Joe Bowden](#) and actor/producer [Ashley Song](#), [Desert Island Studios](#) is a mission driven Asian American owned media production studio, rental facility, and co-working space that provides accessible and affordable media production resources and job opportunities to independent artists from underrepresented communities.

Due to landlord negligence at our current space, Desert Island Studios has been forced to make an emergency move during a critical time in our business development. We have been fortunate enough to secure an exceptional new location that is giving us an historic opportunity to expand our membership and services. Expanding our studio membership allows for an even greater

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number of working creatives to participate in our affordable media maker collective and workforce development programs. In our new building, we will provide more production equipment and a larger studio space while keeping memberships at an affordable rate in our ongoing effort to impact change in the media industry by reducing barriers of entry for BIPOC, LGBTQIA2S+, Veterans, and Women creatives. After an intensive evaluation of the new location, we determined that a full build out and renovation would cost upwards of \$350,000. With our May 1st move in date and the urgency around us continuing to appropriately serve our members, we have committed \$117,000 in funding, assets, and labor to put towards our renovation. We humbly ask for an additional \$115,074 to complete the most important part of our project - providing our membership with studio facilities and equipment. In our current space, our landlord has refused to respond to any outreach from the tenants regarding flood damage to the building, dangerous work environments with black mold, multiple break-ins, and past due water bills, among other concerns – it is imperative that we make this move and begin to work on this project immediately. A grant from MHCRC would directly address our ability to expand our media production equipment packages, studio facility, and personalized workstations to make them available to a wider pool of priority populations during our rapid emergency relocation.

Our primary goal is to outfit the new space with the equipment and studio infrastructure needed for our media makers' various needs, the majority of whom are representative of BIPOC, LGBTQ2SIA+, and/or femme-identifying communities, to create top level content at an affordable rate. The equipment purchases made will be utilized for professional field production and studio production for a diverse range of projects including narrative films, documentaries, commercials, animations, VR/XR projects, photography, social media content and beyond. The modern media maker and the community we serve are multihyphenates working across a broad spectrum of content development, generation, and distribution. The personalized workstation purchases will support post production workflows for our members' content generation. The studio renovations will make our facility a high quality professional location for our members to produce their work. Our membership currently serves 17 people and will be expanding to serve up to 44 members. Our expanded gear package will ensure ample and equitable access to our studio's resources, and will continue to facilitate in house collaborations and creative projects.

The production studio renovation will improve community involvement in three primary categories: professional studio access, equipment access, and networking for job opportunities. Outfitting the shared studio space, Studio B, will allow us to offer a top tier shooting facility for our members to do their personal and client work. A primary expense of our project is the renovation and build out of Studios A and B to adequately support our members' needs. This includes an overhead grid and installation of an electrical distribution system. The renovations and upgrades to Studio B and Studio A will make it easier for our members to market Desert Island Studios as an attractive and competitive shooting location for their commercial clients. The second aspect of community involvement our project will improve is production equipment access at affordable rates. At our new location, we will invest in expanded media production equipment packages so we can provide these essential tools at a low cost. Details about equipment purchases for our members are expanded on in the budget narrative.

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The last piece of community involvement that our studio renovation will improve is access to job and networking opportunities. Desert Island Studios operates like a creative hub, and one of the greatest benefits of membership is consistent access to other like-minded artists who build community together and share knowledge, tools, and resources. Our membership model offers working artists the chance to create and experiment without undue financial strain, while securing jobs and upleveling their careers through engaging with the collective. Each one of our members is an active media professional working within culturally specific communities whose projects generate intersectional relationship building opportunities across teams. In addition to member generated opportunities, our in-house production company consistently employs studio members as well as freelancers from the media industry at large using an equity and inclusion framework.

Between member and in-house production projects, we firmly believe our new location will incubate innumerable professional opportunities for our community, as well as generate a large quantity of distributable content for our local community media centers to broadcast on cable networks. In 2022, Desert Island Studios supported 116 projects that engaged 1,178 community members. Projects that we've supported have been programmed at multiple festivals nationwide, garnered hundreds of thousands of views online, and have screened to sold out audiences at The Hollywood Theater and Cinema 21. With the support of this grant, we would be able to establish a collaborative distribution pipeline for our member driven content to the Portland Metro area in partnership with our local community media centers, Open Signal and Metroeast Community Media. Desert Island Studios members would become regular contributors to the local cable channels. Having our members' work shared on local cable will help their stories be more widely seen, advance their careers through audience engagement, and further their enthusiasm for crafting content that is guaranteed to be distributed. We anticipate over two hundred 5-120 minute films, music videos, webseries, and documentaries would be generated and distributed annually to Open Signal and Metroeast Community Media for cablecasting. With Open Signal's new online distribution platform, we also anticipate the opportunity for Desert Island Studios' member media to be featured on their online platform as well.

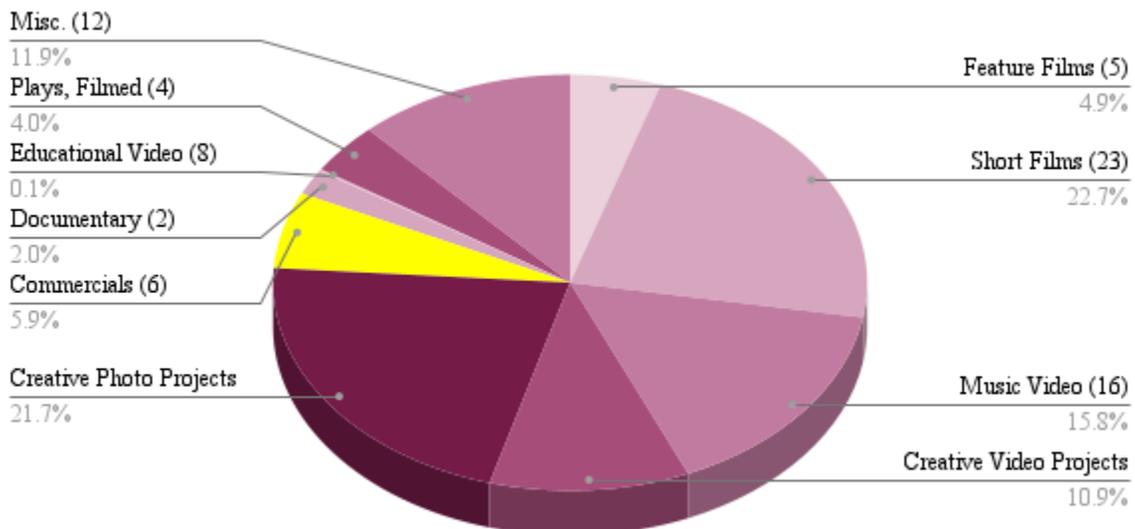
Historically, Desert Island Studios has provided our current members with equipment and space by actively seeking out used and discounted gear, and by volunteering our own labor to build the appropriate facilities needed for production. Desert Island Studios has been built on the premise that we wanted to be the change we hope to see in our industry. We have always strived to provide an inclusive, supportive, community focused home base for our members driven by our passion. Currently, the leadership team is constantly fielding inquiries from productions and members in need of affordable professional studio space and equipment. We have had more inquiries for membership than we can currently serve. Our move and studio renovation will make it easier for us to provide our resources without compromising quality of work and services.

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There were 116 projects served in 2022, impacting 1,178 community members who participated in the projects created at Desert Island Studios. These projects were either initiated internally by our company/members, or initiated through people renting our studio for their work.

FEATURE FILMS - 5	150 people served
SHORT FILMS - 23	500 people served
MUSIC VIDEOS - 16	160 people served
CREATIVE VIDEO SHOOTS - 10	52 people served
CREATIVE PHOTO SHOOTS - 22	66 people served
PLAYS, FILMED - 4	40 people served
COMMERCIAL - 6	72 people served
DOCUMENTARY - 2	10 people served
WEB/TV SERIES - 8	56 people served
EDUCATIONAL VIDEO - 8	24 people served
MISC. - 12	48 people served
TOTAL PROJECTS: 116	1,078 people served

Project Types



DESERT ISLAND STUDIOS

Project Management

The production studio renovation project will be managed by Desert Island Studios' leadership team of Co-Founders Joe Bowden and Ashley Song, and Head of Production, Devin Jane Febbrioriello.

Joe Bowden will lead the studio facility management.

Ashley Song will lead the studio rental and member management.

Devin Jane Febbrioriello will lead the management of production clients/jobs and programs.

Each role interfaces with specific aspects of our studio renovation project either through space upgrades, membership onboarding/orienting, and project/program management. Desert Island Studios has primarily focused on community centered support over profits. At this juncture, the company is in a start up phase and our renovation is reliant on the in-kind dedication of the leadership team and their devotion to Desert Island Studios' evolution and growth. Making this emergency move with support from the MHCRC Community Technology Grant would alleviate many of the urgent challenges the leadership team of Desert Island Studios currently faces. Adequate support for our emergency relocation and production studio renovation project will result in our ability to advance Desert Island Studios from a start up to a viable production studio, company, and membership community that can generate sustainable profit in order to impact change within our industry for many years to come.

In addition, we would like to expand our business' professional development programs in order to create an even greater pool of opportunity for media makers from underrepresented communities in Portland. Desert Island Studios currently runs two professional development programs – a script development table read series called Top Secret Club and the Damn Good People staffing concierge service. A fully outfitted studio and expanded membership would pave the way for additional programming, specifically educational training for shooting on film stock, lighting for film, and moving through the different stages of a film production, (i.e. development, pre production, production, etc.). There is a gap in our local community programming for supporting advancement of mid-level media professionals. We strive to fill that gap with our DEI focused program initiatives. Through an equitable call for entry and interview process, we have been able to select and prioritize the work of media makers of color, women, and members of the LGBTQ2SIA+ community for our current programs, Top Secret Club and Damn Good People. Inspiring diversity is the foundation of our business.

Our effort to increase membership access is connected to our bigger goal of impacting change in the local and national media production industry. Investing in high-end video production equipment will enable our studio to increase high quality content generation, highlighting Oregon's media workforce as a skilled, diverse pool of talent. Creating a distribution pipeline for our members' content to the channels at Open Signal and Metroeast Community Media would be an absolute thrill to our community! We are certain that the inclusion of a distribution pipeline

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to community media centers and cable access channels for member projects would further inspire and enliven our community. The technology purchased through this grant would give Desert Island Studios and our members the chance to increase technical and creative skills while incubating final projects ready for a wide range of distribution outlets.

Creating affordable access to equipment, studio space, professional networks, and job opportunities for BIPOC, LGBTQ2SIA+, women, and veterans helps even the playing field and diminish barriers of entry into the industry. Studio member-generated work has reached thousands of audience members through online distribution platforms. Past projects that members have worked on, such as Portland-based LGBTQ2SIA+ episodic [More Than Only](#), have been viewed over 1.4 million times on YouTube. This level of opportunity and visibility will be made possible with MHCRC's support.

Measurable Project Outcomes:

- 1. Increase membership from 17 people to 41 people.**
 - a. Each member generates their project with an extended community network.
 - b. Doubling members means we will double or triple the amount of people impacted through working on production teams.
 - c. Doubling members means we will generate 2-3 times the amount of projects for production and distribution.
 - d. Increasing our 2022 projects total from 116 to 225+ will impact over 2500k community members from diverse backgrounds and generate hundreds of hours of high quality, culturally relevant distributable content for our local community media centers.

- 2. Improve members' professional skill set by providing equipment, new workstations, and updated studios.**
 - a. We will purchase new equipment to accommodate the increase in members and their projects, allowing them to practice their skills.
 - b. We will update our professional studio space to support member productions and client work at the new facility.
 - c. We will create 41 new desk spaces for member workstations, assigned to our expanded membership for their professional development.

- 3. Increase intersectional relationship building between our members and professional production creatives through events, programs, and jobs.**
 - a. Collaborate, partner, and contract with a wide range of professionals from diverse backgrounds, generating new relationships and opportunities for our community.
 - b. Host ongoing events and programs that incubate new opportunities for networking between members and the professional production community.

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Evaluation Plan:

- We will consider our project a success if, by the end of the terms, we have made the appropriate equipment purchases, studio and security renovations, and workstation purchases. Our selection, implementation, and management of these key components of our move and renovation are a big part of our success. Our strategy and timeline for these purchases and renovations is already well underway. In March/April we successfully secured 29 new members for our new space and will orient and contract them for a May 1st move in.
- Collaborate with Open Signal and Metroeast Community Media to develop a distribution pipeline for Desert Island Studios' member content. Our success in this area will be focused around the establishment of a robust and supportive orientation & delivery process for distributing our members' diverse content to our local community media centers. We anticipate over two hundred 5-120 minute films, music videos, webseries, and documentaries would be generated and distributed annually to Open Signal and Metroeast Community Media for cablecasting. Another important marker of our project's success is the coordination of Desert Island Studios members in becoming Open Signal and/or Metroeast Community Media members while learning how to upload content through their intake process. Lastly, we would also measure success by tracking professional opportunities and inter-organizational connections that emerge from our mid-level to advanced media production community developing intersectional relationships with local community media center members.
- Another marker of success will be Desert Island Studios' increased capacity to initiate paid job opportunities for our members and community through client projects and program initiatives run out of our new studio space.
- Our current programs are both active and contracted to be completed in the fall of 2023. We will host 4 more Top Secret Club events, as well as launch the Damn Good People staffing concierge service, in partnership with the Oregon Film Office with support from the Oregon Made Creative Foundation. Over the next month, we will host an open call for interview candidates, host interviews, onboard talent, and then help place them on at least 3 professional productions over the course of summer 2023. We will continue to mentor and support them, in addition to hosting "Accountability Workshops" for the team leads hiring our crews. Internally, we will initiate consistent client productions and hire members and freelancers as needed throughout 2023. Our success and ability to do this work is in direct correlation with our ability to raise the appropriate funding necessary for us to make capital purchases, renovations, equipment package upgrades, and member service resource expansions.

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Project Partners

PAM CUT is our fiscal sponsor for this project.

PROJECT FEASIBILITY

Proposed Project Start Date (month/year): June 2023

Proposed Project End Date (month/year): June 2024

Implementation Plan & Timeline

Stage 1 - March 2023 - May 1st 2023

Seek and secure new members.

- Through open calls and interviews.

Onboard, contract and orient new members.

- Through one on one orientation meetings with all new members.

Seek and secure member workstations.

- Research and secure desks and chairs at an affordable rate.
- Negotiate for new workstations purchases.

Research renovation requirements and equipment purchases.

- Research new and used equipment to source reasonably priced gear.
- Solicit quotes from licensed contractors for electrical distribution, grid installation, floor refinishing, and welding services.

Prepare marketing materials.

- Design pitch decks and newsletter blasts to notify our community about the new facility and launch of expanded membership and expanded services.

Stage 2 - May 1st 2023 - June 30th 2023

Purchase and deliver member workstations.

- Purchase desks and chairs.
- Move desks and chairs into the new facility.

Move into the new space.

- Pack and organize studio belongings.

DESERT ISLAND STUDIOS

- Coordinate trucks for moving from our old facility to our new facility.
- Coordinate contractor and community support for moving from our old facility to our new facility.

Move new members into the space.

- Support the move in process for all new members.

Initiate renovations of Studio B.

- Co-owner sets work hours for in-kind labor.
- Begin work on Studio B.
- Initiate any additional contractor support.

Initiate renovations of Studio A.

- Co-owner sets work hours for in-kind labor.
- Begin work on Studio A.
- Initiate any additional contractor support.

Begin marketing push and community outreach for rentals and production project opportunities.

- Leadership team sets work hours for in-kind labor
- Begin community outreach, networking, and pitch meetings

Make new equipment purchases.

- Organize purchase
- Make purchases
- Deliver and assemble purchases

Support new members in reserving and utilizing equipment and studios.

Maintain 2023 program initiatives.

Stage 3- June 30th 2023 - September 1st 2023

Complete Studio B renovation.

- Finalize renovations
- Clean and prep space for use

Continue Studio A renovations.

- Co-owner in-kind labor continued
- Oversee and manage any contractors supporting the renovation.

DESERT ISLAND STUDIOS

Organize new equipment purchases.

- Organize equipment into secure storage units
- Organize rental reservation and return process

Intake new projects, partners, and opportunities.

- Intake and service new projects and partners through established processes within the new facility.

Support new members in reserving and utilizing equipment and studios.

- Orient new members on the equipment reservation process.
- Support new members with equipment training questions.

Develop and support member content distribution pipeline with Open Signal and Metroeast Community Media.

- Coordinate content delivery pipeline and orientation process between Open Signal and Metroeast Community Media.
- Collaborate with leaders at Open Signal and Metroeast Community Media to best develop the process.
- Orient members on the content delivery process and support them.

Maintain 2023 program initiatives.

Stage 4

September 1st 2023 - July 1st 2024

Complete Studio A renovations.

- Finalize all renovations
- Prep Studio A rental process

All equipment is in active use.

All new members are active and supported.

Member and in-house productions are active.

The content distribution pipeline to Open Signal and Metroeast Community Media is active.

The jobs pipeline is active.

DESERT ISLAND STUDIOS

New events and partners are active.

Technical Design

A full studio build out will require constructing an overhead grid, installing electrical distribution, purchasing equipment (cameras, grip and electric, etc.), and moving in gear storage. In Stage 1 and Stage 2 we will prioritize establishing Studio B member and equipment access, while building out Studio A to allow for client rentals to help subsidize our low cost memberships. Our plan is to begin booking Studio A at commercial rate by Stage 4 to increase revenue flow for reinvesting in our community, programs, equipment and facility.

Proposed Technology and Equipment:

As working filmmakers who are up to date on current media industry standards, we've identified the most immediate tech needs required to build out the studio space and provide an adequate and well appointed equipment package so our membership community has their desired resources readily available.

Rationale in Selecting Proposed Technology and Equipment:

- Studio A Buildout
 - Power distribution: Professionally installed power distribution is a standard studio feature that will allow for safe and robust use of lighting and electrical equipment.
 - Overhead grid: Studio A in the new building has no grid installed, which means it is not currently possible to hang lights.
 - Aperture 600d space lights: Oftentimes, more expensive brands of overhead space lights are installed as overhead fixtures. Aperture offers app controlled lighting as well as DMX control, which lowers the barrier of use for a variety of skill levels when it comes to studio lighting setups.
 - The current Studio A space has been used as a warehouse for the past ten years, so there is sustained damage to the floor, walls, ceiling, and cyclorama, and there is significant cleaning and repainting that needs to be done. Both Studio A and Studio B will be freshly painted and the floors will be sanded and refinished so that they're even and free of debris. Repairing the walls and plugging any water and light leaks will reduce the likelihood of elemental damage and will contribute to minimizing noise for audio recording. All design elements for the buildout will be completed by a licensed contractor to ensure safety and reliability.

- Studio B Buildout

DESERT ISLAND STUDIOS

- Power distribution: Robust, safe, and professionally installed power distribution will ensure members can safely and effectively use lighting and electrical equipment.
- Overhead grid: Installing a grid in Studio B will allow members to rig moveable overhead lighting.
- Aperture 600d space lights: Aperture offers app controlled lighting that lowers the barrier of use for a variety of skill levels when executing studio lighting setups.
- The current Studio B space has been used as a garbage and storage facility for the past ten years, so there is sustained damage to the floor, walls and ceiling and there is significant cleaning and repainting that needs to be done. Both Studio A and Studio B will be freshly painted and the floors will be sanded and refinished so that they're even and free of debris. Repairing the walls and plugging any water and light leaks will reduce the likelihood of elemental damage and will contribute to minimizing noise for audio recording. All design elements for the buildout will be completed by a licensed contractor to ensure safety and reliability.
- Membership Studio B Equipment Package
 - Grip and Electric: C-stands, Flags, Stingers, Sandbags, Clamps, Frames, Silks. These universally essential basics will provide members with all of their G&E needs for their client productions without the need for third party rentals.
 - Light Kit: Aperture Nova 300c Kit, Aperture LS 600X Pro, Aperture LS 300X - this is a very versatile light kit which can facilitate an entire small production in both the commercial and narrative worlds, and it can also supplement a larger production.
 - Camera Kit: Black Magic Pocket Cinema 6k Pro with a cinema production setup - this shoots a large variety of codices, from the most simple Prores 422LT, which can be edited in any software at any cost, to the hugely robust BRAW, which is footage that requires a professional post production workflow. Members can use it as the A Camera on run and gun documentaries, commercial productions, or narrative shoots, and it is on the list of official Netflix-approved cameras.
- Membership Field Production Equipment Package
 - Grip and Electric: C-Stands, Flags, Stingers, Sandbags, Clamps, Frames, Silks. Making these universally essential basics available will make it possible for members to check out gear for on location shoots.
 - Light Kit: Aperture Nova 300c Kit, Aperture LS 600X Pro, Aperture LS 300X, Quasar Tube Kit - having access to this kit increases members' bidding power for jobs as well as decreases members' risk and burden of researching, buying, and maintaining this equipment for themselves.
 - Camera Kit: Black Magic Pocket Cinema 6k Pro with a cinema production setup - this shoots a large variety of codices, from the most simple Prores 422LT, which can be edited in any software at any cost, to the hugely robust BRAW, which is

DESERT ISLAND STUDIOS

footage that requires a professional post production workflow. Members can use it as the A Camera on run and gun documentaries, commercial productions, or narrative shoots, and it is on the list of official Netflix-approved cameras.

- XEEN Cine lens set: We currently have one set available to our members and it gets checked out constantly. Cinema glass is often prohibitively expensive and these are a great workable, affordable alternative. We will expand our collection to offer off-site member check out so there is always an available set in house.
- Magliner Jr. Camera carts, Tripod: Mounting, building, docking, and adapting high end cinema cameras in all their various forms is a skill that is only developed through repetition. The ability for members to have access to this equipment allows them to operate a camera kit in the field with ease.
- Scissor Lift:
 - The scissor lift will allow for safe installation of the overhead grid and light rigging. We've also budgeted for multiple certifications so there is always someone on site who has the proper operator training.
- Grip Truck:
 - The grip truck will be a big part of the constellation of services we offer. Getting equipment to set, storing equipment on location, and easily loading out equipment in an organized way are some of the leading causes of productions running over time which, especially for the majority non-union productions our members work on, often brutalizes film crews when they're asked to stay late moving and organizing gear.

Our proposed technical design for the equipment and facilities update will achieve three major goals. First, we would like to provide enough gear for our expanded membership to use for in house productions and on location shoots. Second, we want to make our member accessible studio facilities competitive to facilitate standard high quality media production. Updating Studio B will allow for members to create content at the same level as clients who book Studio A, making it easier for them to experiment and build out their portfolios with content that is attractive to prospective clients. Finally, updating Studio A will make our space feasible for commercial client bookings which help subsidize our memberships so we can keep them accessible and affordable for our members.

BUDGET NARRATIVE

The overall cost for this project is \$229,253. We have allocated \$115,000 in cash, assets, and donated contract labor to execute this project.

Total Grant Funds: \$113,074

Total Matching Funds: \$115,000

DESERT ISLAND STUDIOS

Total Funds: \$228,074

Personnel

The Project Manager has already scheduled and received consultations from larger professional studio facilities to create the docket of studio needs as far as equipment, installation, contracting, feasibility, etc. Once the funds are secured, the Project Manager will immediately begin purchasing and hiring contractors.

Grant Funds: \$0

Matching Funds: \$8,960

The Facility Manager will be responsible for building, coordinating and maintaining the equipment for checkout and the base kits for Studio A and Studio B, as well as tracking inventory, auditing gear, and documenting the incoming equipment.

Grant Funds: \$0

Matching Funds: \$4,480

The Member Manager will be responsible for training every one of the studio members on the safe and effective use of ALL of the equipment as well as coordinating with the Facility Manager on documenting and tagging equipment so that checkout processes can be tracked and managed.

Grant Funds: \$0

Matching Funds: \$4,480

The Production and Program Manager will be responsible for marketing Desert Island Studios to potential clients for paid production projects, managing the jobs pipeline for members and freelancers, contracting and managing productions teams, and maintaining 2023 programmatic activities. As well as communicating equipment and studio needs for client productions to Facility and Equipment managers and supporting the development of content and resource use pipelines..

Grant Funds: \$0

Matching Funds: \$4,480

Total Personnel Costs: \$22,400

Because these responsibilities are being carried out by the business' leadership team, it is being considered sweat equity labor. We have included labor that we have already committed to doing in preparation for the renovations. Desert Island Studios is a grassroots organization that is building towards moving out of its start up phase into a more established and well resourced business. Once we have completed this project, we will shift the responsibilities described above to create employee positions.

DESERT ISLAND STUDIOS

Contractual

Contractors will be responsible for the design plans for the new Studio A and Studio B, and for installing the power grids, the distribution boxes, and the fixed lighting. They will also be hired to refinish Studio A's floor, as well as install the cyclorama walls in both of the studio spaces. We will also hire contractors to paint and repair the facility.

Grant Funds: \$11,200

Matching Funds: \$0

Equipment

The equipment outlined below will provide workstations and ensure safe, 24 hour building entry for our members in addition to video production equipment security. It will also increase access to a high end production studio with a comprehensive equipment package for an even larger portion of our BIPOC, low-income, and LGBTQ2SIA+ media making community in Portland, Oregon.

Grant Funds: \$50,156.22

Camera & Lighting Equipment	Cost	Links	Notes
Studio B Base Package			
6x6 Frame	\$410.00	Adorama	Grip & Electric
6x6 Grid Cloth	\$104.00	Adorama	Grip & Electric
25' Stingers (15)	\$1,274.25	Adorama	Grip & Electric
50' Stingers (5)	\$495.00	Adorama	Grip & Electric
Aperture Nova 300c Kit (1)	\$1,899.00	Barndoor	Lights
Aperture LS 600X Pro	\$1,990.00	Barndoor	Lights
Aperture LS 300x (1)	\$999.00	Barndoor	Lights
Quasar Rainbow Tube Kit	\$920.00	Barndoor	Lights
BMPC 6K Pro Bundle	\$2,595.00	Adorama	Camera
XEEN Cine Lens Set	\$6,450.00	Adorama	Camera
Vinten Tripod	\$1,039.00	ebay	Camera
Magliner Jr. Camera Cart	\$1,595.00	Barndoor	Camera
Studio B Checkout Equipment			
C- Stands (10) 40" w/Knuckles/Arms	\$2,460.00	Adorama	Grip & Electric
Triple Riser Combo Stands (3)	\$1,044.00	Adorama	Grip & Electric
Crate of Clamps /Platy's/Pins	\$1,078.56	Barndoor	Grip & Electric
Triple Riser Baby Stands (4)	\$1,016.00	Barndoor	Grip & Electric
Apple Box Set (2)	\$300.00	Barndoor	Grip & Electric

DESERT ISLAND STUDIOS

8x8 Frame	\$496.60	Barndoor	Grip & Electric
8x8 Silk	\$225.00	Barndoor	Grip & Electric
8x8 Grid Cloth 1/4"	\$225.00	Barndoor	Grip & Electric
6x6 Frame	\$410.00	Barndoor	Grip & Electric
6x6 Grid Cloth	\$104.00	Barndoor	Grip & Electric
Floppy's (4)	\$624.00	Adorama	Grip & Electric
Flag Kit (Silk, Nets, Solids)	\$759.00	B&H	Grip & Electric
25' Stingers (15)	\$1,274.25	Adorama	Grip & Electric
50' Stingers (5)	\$495.00	Adorama	Grip & Electric
Sandbags 20lb (12)	\$490.56	Barndoor	Grip & Electric
Aperture Nova 300c Kit (1)	\$1,899.00	Barndoor	Lights
Aperture LS 600X Pro	\$1,990.00	Barndoor	Lights
Aperture LS 300x (1)	\$999.00	Barndoor	Lights
Quasar Rainbow Tube Kit	\$920.00	Barndoor	Lights
BMPC 6K Pro Bundle	\$2,595.00	Adorama	Camera
XEEN Cine Lens Set	\$6,450.00	Adorama	Camera
Vinten Tripod	\$1,039.00	ebay	Camera
Magliner Jr. Camera Cart	\$1,595.00	Barndoor	Camera
Atomos Ninja Monitor	\$599.00	Adorama	Camera
Hollyland Mars 400sPro	\$599.00	Adorama	Camera
Nucleus-M Focus System	\$699.00	Adorama	Camera
Subtotal	\$50,156.22		

Matching Funds: \$48,296.27

Scissor Lift	Cost	Links	Notes
19' used unit	\$6,000.00	Used Estimate	
Subtotal	\$6,000.00		
Grip Truck	Cost	Links	Notes
1-Ton Grip Truck	\$10,000.00	Sharegrid Estimate	
Gear and Equipment	\$25,000.00	Sharegrid Estimate	
Subtotal	\$35,000.00		

DESERT ISLAND STUDIOS

Total Equipment Costs: \$91,156.22

Education and Training

We will secure training and safety certifications for the leadership team to ensure the scissor lift can be operated safely and effectively. The leadership team will then train members and clients on safe use of the scissor lift as part of our ongoing mentorship for the community as they learn how to safely operate high level gear and equipment. The scissor lift will be used for rigging lights to the overhead grid, safe overhead camera mounting, and camera operating for high angle shots.

Grant Funds: \$225

Matching Funds: \$0

Total Education and Training Costs: \$225

Infrastructure/Facilities Construction

Preparing, renovating, and outfitting the studio spaces with the proper infrastructure will require specific materials, equipment, and hardware to complete.

Grant Funds: \$53,492.68

Studio A	Cost	Links	Notes
24x16 Drywall Cyclorama	\$4,000.00	Michael's Cyc	Buying used
40x60 Grid with 4 foot spacing			
20ft Speedrail x20	\$2,574.31	Filmtools	
2ft Speedrail x30	\$45.52	Filmtools	
Wall Flanges x30	\$808.20	Filmtools	
Offset Crosses x60	\$2,436.60	Filmtools	
Screws x10	\$262.70	Home Depot	
DMX Control			
iPad with Luminair or Blackout	\$449.00	B&H	
		RatPac	
AKS Wireless System	\$1,700.00	Controls	
25' DMX Cables x2	\$29.98	Amazon	
50' DMX Cables x2	\$48.99	Amazon	
100' DMX Cables x2	\$137.38	Sweetwater	
Fixed Overhead Lighting			
40x40 softbox	\$339.00	B&H	

DESERT ISLAND STUDIOS

Winches x2	\$179.98	Amazon	Landlords will provide
Litegear Auroris X	\$25,990.00	Litegear	
Electrical Distribution			
600 amp Bates (Camlock input)	\$3,583.88	Barndoor	
100 amp Bates Paladin Distro (Stage Pin)	\$1,117.88	Barndoor	
100 amp Bates to Edison Paladin Distro	\$1,315.30	MTN SHOP	
60 amp Bates to Edison Paladin Distro	\$969.88	Barndoor	
Cable			
220v Bates/ 2x Bates 220v "Y" fused	\$528.88	Barndoor	
Camlock 2/0 Extensions 25' length / 5 leads	\$1,375.00	zoro	
Camlock 2/0 Extensions 75' length / 5 leads	\$3,445.50	ATI	
100 amp bates extension 50' x3	\$1,069.76	Barndoor	
60 amp bates extension 50'	\$479.88	Barndoor	
20 amp Edison extension 50'	\$280.80	B&H	
20 amp edison extension 25'	\$196.80	B&H	
Edison to 20 amp bates adapters x2	\$27.46	GENeRICO	
Cable crossovers x2	\$100.00	Abelcine	
Subtotal	\$53,492.68		

Matching Funds: \$43,342.56

Studio B	Cost	Links	Notes
20x20 Grid with 4 foot spacing			
20 ft Speedrail x10	\$1,514.30	Filmtools	We can provide 3 of these
Wall flanges x15	\$404.10	Filmtools	
Offset Crosses x30	\$1,218.31	Filmtools	

DESERT ISLAND STUDIOS

Screws x10	\$262.70	Home Depot	
DMX Control			
25' DMX Cables x2	\$29.98	Amazon	
50' DMX Cables x2	\$48.99	Amazon	
100' DMX Cables x2	\$137.38	Sweetwater	
Electrical Distribution			
100 amp Bates Paladin Distro (Stage Pin)	\$1,117.88	Barndoor	
100 amp Bates to Edison Paladin Distro	\$1,315.30	MTN SHOP	
60 amp Bates to Edison Paladin Distro	\$969.88	Barndoor	
Cable			
100 amp Bates/2x 60 amp "Y" Fused	\$534.88	Barndoor	
Tech			
Server	\$2,878.00	B&H	
Subtotal	\$14,431.70		

Paint & Repairs	Cost	Links	Notes
Materials	\$5,000.00	Estimate Article	
Wall preparation and repairs	\$2,000.00	Estimate Article	
Hardware	\$410.86	Home Depot Quote	
Floor sanding	\$3,000.00	Estimate Article	
Floor refinishing	\$18,000.00	Estimate Article	
Subtotal	\$28,410.86		

Total Infrastructure/Facilities Construction Costs: \$96,835.24

DESERT ISLAND STUDIOS

Overhead Costs

The below listed overhead costs will allow us to complete the majority, if not all, of our project within a month's time while business and client intake is paused. It will allow us to remain in the space as we ready it for community media maker use upon project completion.

- 10,000 sq. ft. Studio Spaces: \$5,707.95
- NW Natural Gas Heat: \$117.71
- PGE Electric Supply: \$112.23
- City Water and Sewer: \$209.09
- Taxes: \$1,080.41
- Insurance: \$2,500
- Minimum Security: \$80.05
- Internet Access: \$250
- Industry Specific Subscriptions (studiobinder, freshbooks, Squarespace, and signNow): \$200

Grant Funds: \$0

Matching Funds: \$10,257.44

Total Overhead Costs: \$10,257.44

A grant award from MHCRC for \$115,074 is an investment in an Asian-American owned business that provides resources for BIPOC, low-income and LGBTQIA2S+ media makers in Portland, Oregon and throughout the state. We hope you will join us as we continue to produce community-driven media focused on creativity, mentorship, workforce development, and social change.

DESERT ISLAND STUDIOS

BUDGET CHART

DIS Studio Renovations

Requested Grant Funds
\$115,074
 (reflects total before 6% fiscal sponsorship fee)

Project Info		Budget Summary		
Project Lead: Ashley Song		Project Total	Actual	Under(Over)
Start Date: 4/15/2023		\$232,074	\$ -	\$ 232,074

Category	Grant Funds	Match Amount	Budget	Actual	Under(Over)
Personnel		\$22,400.00	\$22,400.00		22,400.00
Education and Training	\$225.00		\$225.00		225.00
Contractual	\$11,200.00		\$11,200.00		11,200.00
Equipment	\$50,156.22	\$41,000.00	\$91,156.22		91,156.22
Infrastructure/Facilities Construction	\$53,492.68	\$43,342.56	\$96,835.24		96,835.24
Overhead Costs		\$10,257.44	\$10,257.44		10,257.44
Totals	\$115,073.90	\$117,000.00	\$232,073.90		

SUPPLEMENTAL MATERIALS

For Supplemental Materials we are submitting the following letters of recommendation from:

- Oregon Film
- Open Signal
- PAM CUT
- Koerner Camera and Lenses
- OMPA (Oregon Media Production Association)
- ART
- Community testimonial videos that illustrate the value of Desert Island Studios. We have compiled the testimonials into one video that you can scrub through [HERE](#). There are 29 testimonials from the following local media creatives.
 - Aaron Isaac Vazquez - writer/director
 - Anna Nicholas - actor/writer
 - Autumn Bochart - Sound mixer / Boom Op
 - Benja Barker - Art Department / Fabricator
 - Brian Sutherland - Actor
 - Cambria Matlow - Writer / Director
 - Claire Rigsby - Actor

DESERT ISLAND STUDIOS

- Clifton Chandler - Production Design / Fabricator
- Conor Austin - Actor
- Corinne Charlet - Musician
- Dawn Jones Redstone - Writer/Director
- DJ Scott - Editor/Director
- Emma Josephson - Writer/Director
- Hannah Rice - Arts Admin
- Heath Hyun Houghton - Actor/Writer
- Joon Ae Haeworth-Kaufka - Writer
- Joseph Matos - DP / G&E
- Josh Rivera - Writer/Director
- Ken Yoshikawa - Actor / Writer
- Lex Helgerson - Musician
- Liz Moughon - DP/Photographer
- Mahad Mohammed - Production Assistant
- Martin Vavra - Director / Producer
- Matt Schulte - Creative Strategist
- Orion Bradshaw - Actor
- Ray Rude - Musician
- Scott Braucht - Director
- Tate Kuhn - Actor



2828 SE 14th Ave, Suite B
Portland, OR 97202
503.228.8822
ompa.org

April 26, 2023

RE: MHCRC Community Technology Grant

Dear MHCRC Community Technology Grant Committee,

As the Executive Director of the Oregon Media Production Association (OMPA), I have witnessed firsthand the significant role played by Desert Island Studios in our media production community. Not only are they dedicated to creating exceptional content, but they also prioritize community-building and uplifting marginalized groups such as BIPOC, LGBTQIA2S+ individuals, persons with disabilities, and women creatives.

The film industry recently underwent a comprehensive collaborative process involving numerous voices and organizations in our region. The aim was to identify the most crucial needs of the narrative, documentary, and commercial sectors in order to thrive. What emerged from this collective effort was a unanimous endorsement for a central community hub that would foster collaboration, knowledge-sharing, and resource-sharing among creatives. Desert Island Studios perfectly embodies this model, meeting the exact requirements of our industry.

Desert Island Studios provides an inclusive environment that empowers individuals from underrepresented communities to learn and create. Through their programs, they facilitate the development and mentorship of local talent and actively work towards creating employment opportunities for media makers. Their commitment to cultivating a thriving and equitable media production community in Oregon is undeniable, and I wholeheartedly support their success.

Last year, Ashley was elected as a board member of OMPA and also joined our Executive committee—an affirmation of the community's trust in her leadership. I have had the distinct privilege of working closely with Ashley over the past year, and I have personally witnessed her remarkable passion, intelligence, and compassion. She is a force to be reckoned with, fully dedicated to realizing a vision of a stronger, more diverse, and more creative community that uplifts creatives from underserved and under resourced communities.

Desert Island Studios has unfortunately faced the need to relocate and requires support to successfully rebuild and expand their offerings. If you are committed to investing in the future of media production in our region, supporting Desert Island Studios is an excellent opportunity.

They are highly deserving of assistance and will use the funds wisely, with a focus on long-term vision not just for their own business but for the betterment of the entire community.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Cicala', with a stylized, cursive script.

Lisa Cicala
Executive Director
Oregon Media Production Association

April 14, 2023

RE: Desert Island Studios - Letter of Support

To Whom it May Concern,

I am writing in support of Desert Island Studios.

I have long believed that the film and media industry in Oregon has great potential not only for growth but also for meaningful impact to its community and to the state as a whole. In order to achieve this we need to support artists and artisans at all stages of their careers and ensure that we are creating meaningful access to space both behind and in front of the cameras; from the technicians to the creators themselves.

This is why I am such a firm believer in the work of Desert Island Studios (DIS).

Desert Island Studios matters to me, to my office and to the media-making community overall and it needs support during this critical time for our industry. Both myself and my office have worked closely with the team at DIS to ensure that their work grows through expansion in space and expansion in membership in order to serve even more mid-level to advanced media makers from underrepresented communities. Together we share a vision and dream to create an Oregon-based studio and production company that generates excellent original projects with talented diverse teams in our state. While continuing to be a place folks can advance through professional networking and work opportunities etc within a supportive community.

We wholeheartedly support their work and will continue to participate in their efforts both personally and financially.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Williams".

TIM WILLIAMS
Executive Director



April 25, 2023

RE: MHCRC Community Technology Grant

To Whom It May Concern:

My name is Sally Spaderna. I am the rentals manager at Koerner Camera Systems, Inc., in Portland, OR, and it is with great pleasure that I am writing to you in support of Desert Island Studios. At Koerner Camera we rent out cinema equipment for large scale commercial and motion picture productions in and around the Pacific Northwest. We strive to support independent filmmakers and emerging artists, and we are proud to work with Desert Island Studios who have a proven track record over the years for their commitment to art, advocacy and community. They have provided critical support, again and again, for artists from underrepresented communities, held educational events, and have offered a safe place to gather and create.

I first visited Desert Island Studios in Spring of 2019 for a photoshoot project. The first impression I recall feeling was how comforting and inviting it felt to be there. It reminded me of a community theatre space. It did not feel intimidating or pretentious. Everyone there was relaxed. I was allowed to bring my dog inside. I had a great time. I loved the space. It was indeed like a "Desert Island" oasis full of hidden resources waiting to be discovered.

Unfortunately, that space has fallen into massive disrepair on account of their landlords and Desert Island is being forced to immediately vacate. BUT - With the help of these grant funds there is an almost unheard-of opportunity available! There is an already existing studio space in inner SE Portland currently being used as a storage facility. The owner wants to see it used for what it was intended for. A studio space for the arts!

Portland has historically been known for its thriving cultural and arts scene, but in recent years we have seen many changes that have taken their toll on the community. The loss of the Art Institute, the closing of The Oregon College of Art and Craft, COVID-19, and the rising real estate costs just to name a few. When the NWFilm Center officially closed in 2021, it was a tragic loss for film in Portland. Since 1971, the NW FilmCenter provided the tools and community spaces that enabled filmmaking outside the traditional, commercial spaces. Right when celluloid film was starting to make a comeback, they completely shuttered their cinema program, laid off their staff of educators and closed their workspaces. Desert Island Studios could pick up where the Film Center left off, not only on the educational front but providing affordable resources and community outreach.

The hope is that Desert Island will continue to expand as full-scale production company with a new studio soundstage within Portland's cultural bedrock. They just need some help and support to be able to move into this existing space and update it to modern standards for office spaces, editing rooms and most importantly a fully functioning studio sound stage.

We expect Desert Island to continue to build a more robust future for the arts in Portland. Please approve their grant request for an emergency plan to fund relocation and renovation expenses.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Sally Spaderna", with a horizontal line extending to the right.

Sally Spaderna and Everyone at Koerner Camera Systems

Letter of Support

Desert Island Studios

To Whom It May Concern,

I am writing to express support for Desert Island Studios in their application for a Community Technology Grant. Open Signal admires the work that Desert Island Studios does in the community, and we believe that their initiatives are critical for promoting diversity and inclusivity in the filmmaking industry.

Desert Island Studios provides a vital gateway into filmmaking, not only helping our community members to further develop their workforce skills but also providing them with access to invaluable next-level resources and support that they might not otherwise have.

In addition, Desert Island Studios has been a fantastic resource for mentors to our beginner-level media makers. The ability for their mid-level to advanced media makers to work alongside and mentor our beginners has been invaluable, and we have seen the positive impact it has had on our community members' growth and development.

Desert Island Studios' efforts in promoting equity and diversity in the filmmaking industry are essential for creating a more inclusive and authentic representation of our communities. We fully support their application for this grant and believe that their initiatives will continue to make a significant impact on the media landscape and beyond.

Thank you for considering our letter of support for Desert Island Studios.

Sincerely,



Jamie Plakos
Director of Operations

04.14.2023

Open Signal
Portland Community Media Center

2766 N.E. Martin Luther King, Jr. Blvd
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PAM CUT
1219 SW Park Ave
Portland, OR 97205

April 14, 2023

To Whom It May Concern:

The Portland Art Museum's Center for an Untold Tomorrow is pleased to be the official fiscal sponsor for Desert Island Studios. A committee of 5 members made up from departments of the Portland Art Museum and PAM CUT determine if a project meets our mission and if the director's timeline, budget, and fundraising plan is feasible and up to professional standards. Desert Island Studios has met these requirements and the committee has all agreed to include this project in our fiscal sponsorship program.

The Portland Art Museum and PAM CUT will administer any funds received in support of the project. Donations to the Portland Art Museum and PAM CUT are tax deductible to the full extent allowed by law. Should you have any questions about the program in general, please do not hesitate to write or call.

We are excited about this project and hope you will support it, allowing this wonderful project to come to life.

Kindly Yours,

Ben Popp
Head of Artist Services
PAM CUT

Ben@pamcut.org
503-276-4222