

Attachment D

Guide For 3:1 Match

NOTE: Applicants may utilize the Sample Match Worksheet to develop the project match. Download the Sample Match Worksheet from VendorConnect.

MATCH OPTION 1: VOLUNTEER HOURS CONTRIBUTED

- This match option allows you to apply the monetary value of volunteer workers' hours to the match. The total volunteer hours committed are valued at \$33.75 per hour. Visit https://independentsector.org/resource/vovt_state_2021/ for more information. Example: volunteers clean up a park, plant trees, or pull invasive species. If 30 volunteers participate for 4 hours, the match amount is (\$4,050).

MATCH OPTION 2: ATTENDEES OF PUBLIC EDUCATION EVENTS OR RELATED PROJECT ACTIVITIES.

- This match option considers community members attending broad engagement events such as festivals, seminars, or other free public events directly in support of the project as volunteers. The total attendee hours committed are valued at \$33.75 per hour. Example: you expect 60 people to attend your park improvement welcome ceremony for 1 hour (\$2,025).

MATCH OPTION 3: CONTACT HOURS

- This match option calculates the hours of "active" deep environmental learning and engagement with the community. Each hour of deep engagement is valued at the volunteer rate, \$33.75, regardless of the age of recipient. Example: a group of 3 youth naturalists uses your project's installed signage at a park to educate people about your issue for 2 hours one weekend (\$202.50).

MATCH OPTION 4: TREE BENEFITS CALCULATION

- Trees have ecological values, but their services also make them economically valuable as well. For this match, use [iTree Design tree benefits calculator](#) to estimate the value of the trees being planted in your project. Only plants listed on this calculator are eligible. Benefits are calculated on an annual basis over the life expectancy of the tree. Please contact a local tree nursery or search the internet to get information on tree life expectancy for the trees you choose. Retain the information you collected on tree life expectancy. Example: you will be planting 10 2-inch Douglas Fir trees with an average life expectancy of 99 years at a local park (\$28,360 at \$2,836 each).

MATCH OPTION 5: GREENHOUSE GAS REDUCTIONS AND SOCIAL COST OF CARBON

- This match option calculates the economic value of reducing carbon pollution. For every ton of carbon reduced, your project earns \$50 towards the match. For more information about the social cost of carbon, visit <https://www.edf.org/true-cost-carbon-pollution>. Examples: a community garden reduces CO2 emissions by 70 tons annually (\$3,500), a solar panel installed reduces CO2 by 16 tons annually (\$800), etc.

MATCH OPTION 6: IN-KIND DONATIONS

- This match option uses donated items or services from organizations or individuals that do not benefit from, or are not affiliated with the project, that would be expenses otherwise. Use the value of the donated services or items. Example: Local restaurant provides lunch for volunteers at your tree planting event with a fair market value of \$300.

MATCH OPTION 7: PROJECT PARTNERS' IN-KIND DONATIONS

- This match option is specific to items donated by project partners (groups or individuals who directly benefit materially from the project). Examples: a city partner provides labor for installing your rain garden, a partner non-profit donates yard tools for your habitat restoration day, and/or staff time, advertising, and materials.

MATCH OPTION 8: CASH DONATIONS OR OTHER GRANTS ACQUIRED DURING THE PROJECT

- This match option includes money procured for the project. These monies must be used to support the specific project that the Port is funding. This can include grants, monies raised through fundraisers, or cash gifts. However, if you don't get the donation or grant, you must commit to satisfying the match in another way. Examples: your project has crowdfunded money online; you have collected cash from a car-wash fundraiser, you apply for a grant to support the work being done for the same project the Port is funding.