AGREEMENT FOR COMMUNITY TECHNOLOGY GRANT

This Agreement is between the Mt. Hood Cable Regulatory Commission (Commission), through the Office for Community Technology (OCT), and Mt. Hood Community College (Grantee) (together referred to as the “Parties”).

RECITALS:

This Agreement is entered into for the purpose of providing the Commission's 2017 grant funds for the Grantee's Community Access to MetroEast project.

AGREEMENT:

1. Grant Amount, Use of Grant

Grantee is awarded a total amount of $62,797 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. 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 Rebecca Gibbons or such other person as shall be designated in writing by the OCT Director.

3. Payments

Grantee shall submit periodic invoices for reimbursement of actual capital costs incurred by Grantee related to the approved Grant budget.

Grantee shall use its best efforts to submit invoices for grant-funded expenses incurred in any July1-June 30 period (the Commission’s fiscal year) to the Commission according to the following timeline in each year of the grant in which expenses occur:

- In fiscal year Quarter 1 (July 1 – September 30), Quarter 2 (October 1 – December 30) and Quarter 3 (January 1 – March 31), submit invoices incurred during a quarter no later than 45 days after the close of each fiscal quarter.
- In fiscal year Quarter 4 (April 1-June 30), submit any invoices for grant-funded expenses incurring through May 30 by June 15, provide an estimate of anticipated grant-funded expenses incurred during the month of June by June 25, and an invoice for any grant-funded expenses incurred in the month of June by August 15.

Grantee shall submit invoices 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, addressed to “MHCRC c/o City of Portland”, and include the title of the grant project, the total amount requested for reimbursement and an invoice
number. Grantee must also complete an expense line item, an expense report and attach supporting documentation through the grants management system in order to complete and submit the invoice to the Project Manager for review. Supporting documentation shall include copies of receipts or other evidence of payment, for the capital cost amount claimed in the invoice. The Project Manager, at her/his sole discretion, may require additional financial documentation of Grant expenditures.

Upon submission by the Grantee of an invoice, and upon certification by the Project Manager that the invoice is in accordance with this Agreement and any restrictions upon use of the Grant funds, the Commission shall pay to the Grantee the amount as specified in the invoice, not to exceed the total Grant amount, within thirty (30) days from date of the invoice. If the Project Manager finds that the invoice is not in accordance with this Agreement, the Project Manager shall notify the Grantee of the reasons for the disallowance and non-payment.

All invoices for Grant project capital costs must be received by the Commission no later than August 15, 2019 in order to be paid under the Agreement terms. No invoices shall be accepted after this date.

4. Financial Records

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 Resources committed by Grantee and Project Partners for the Grant.

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. An example of the range of report information collected is attached to this Agreement as Attachment 2. 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 July 1, 2017 through December 31, 2017; January 1, 2018 through June 30, 2018; July 1, 2018 through December 31, 2018; January 1, 2019 through June 30, 2019. 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 September 30, 2019.

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 fulfill the Grant project as originally submitted and approved by the Commission.
Grantee shall also provide other financial or program reports as the Commission deems reasonably necessary or appropriate. 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 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.

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 are not limited to, on site visits at reasonable times, telephone interviews and review of required reports and 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 Commission grant funds are derived from the cable services franchises in Multnomah County, 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 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**

Any publicity 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**

Subject to the limitations and conditions of the Oregon Constitution, Article XI, Sections 7 and 9, and the Oregon Tort Claims Act (ORS 30.260 through 30.300), the parties agree to indemnify and hold one another harmless from any loss, damage, injury, claim, or demand arising from their respective activities in connection with this Grant. Neither party shall be liable for any loss, damage, claim, or demand arising from the negligence of the other party or its agents or employees.

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 October 17, 2017, 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, October 31, 2019.

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.

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. The Project Manager shall give Grantee written notice of the intent to terminate this Agreement, identifying the reasons for such action.

If Grantee fails to remove or otherwise cure the material failure within thirty (30) days of the written notice of termination, or if Grantee does not undertake and continue efforts satisfactory to the Project Manager to remedy the failure, 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 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 ensure 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

If any provision of this Agreement is found to be illegal or unenforceable, this Agreement nevertheless shall remain in full force and effect and the provision shall be considered stricken.

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: Rebecca Gibbons, Project Manager:
- Mt. Hood Cable Regulatory Commission
- c/o City of Portland/ OCT
- P.O. Box 745
- Portland, OR 97207-0745
- Email: rgibbons@mhcrc.org

If to Grantee:
- Attn: Al Sigala
- Mt. Hood Community College
- 26000 SE Stark St.
- Gresham, OR 97030
- Email: al.sigala@mhcc.edu

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 COMMUNITY TECHNOLOGY GRANT: Community Access to MetroEast

**GRANTEE SIGNATURE:**

**GRANTEE:** MT. HOOD COMMUNITY COLLEGE

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
Application

00578 - 2017 Community Technology Grants
00717 - MHCC Community Access to MetroEast

Community Technology Grants

Status: Under Review
Original Submitted Date: 05/01/2017 4:07 PM
Last Submitted Date: 10/06/2017 5:15 PM

Primary Contact

Name: Mr. Al Sigala
Email: Al.Sigala@mhcc.edu
Phone: 503-491-7548
Title: MHCC Foundation-Director

Organization Information

Organization Name: Mt. Hood Community College
Organization Type: Community College or University
Tax ID
Organization Address: 26000 SE Stark St.
City: gresham Oregon 97030
Phone: 503-491-7412

Executive Summary
Mt. Hood Community College has served East Multnomah County for over 50 years with education, workforce training, athletics, and access to the arts and special events of interest to a diverse citizenry. Seventy four percent (74%) of MHCC students are low income and require grants or scholarships to attend the college and 70% reside in the county. Over 50% of incoming MHCC students are first generation college, meaning they are the first in their family to attend any institution of higher education. Many students arrive at MHCC unfamiliar with how to navigate campus, how to successfully complete complicated financial aid requirements, or even how to connect with peers, MHCC staff, and faculty. Institutional data reveals the high percentages of underserved students at MHCC and the many documented barriers they face to both educational and career success.

MHCC proposes a two-year project to dramatically increase student access to a variety of media production and industry training opportunities through a collaboration between MetroEast Community Media and the MHCC Information Technology and Integrated Media departments. MHCC proposes to leverage grant funding with institutional resources to install video broadcasting equipment in the Integrated Media Studios as well as a mobile lab to allow remote video production and broadcasting. The college will provide an established selection of courses, new training workshops, and a strong partnership with MetroEast to allow production and broadcast of student-created content to the public through cable access.

In the early 1980’s, Multnomah Cable Access (MCTV) was established on the MHCC campus to broadcast public access programming to the community as well as providing educational experiences for our broadcast journalism students. In 2002, MCTV left the MHCC campus for its current facilities, and changed its name to MetroEast Community Media. The departure created a loss for the college community and East Multnomah County. MHCC proposes now to renew its partnership with MetroEast by expanding the college’s workforce development opportunities for students, while strengthening its ties to the underserved community. Our focus is student-centered, not just on careers anchored in the digital arts, but also on providing an education that is a synthesis of cutting-edge technology, creative mastery, and critical thinking.

Goal 1: MHCC will prepare students, many from underserved populations, for media careers through creation of student-driven content, including news and information under the leadership of the college’s Integrated Media department.

Outcomes include:
- 50-75 students will gain real-life job skills in the broadcast media field through the direct involvement in creating, curating, or crewing news and information programming
- A minimum 6 live events prepared for broadcast by students in the first year as students are recruited and trained and at least one monthly broadcast in the second year

Goal 2: MHCC will present a pathway for student engagement and student success in obtaining credits for the certifications and/or applied degree.

Outcomes include:
- Career Pathways Certificates of Completion (CPCC) learning career skills to become a Broadcasting Digital Assistant, Graphic Design Digital Assistant, Photography Digital Assistant, Video Digital Assistant; and/or 2-year AAS Degrees in Integrated Media: Broadcasting, Graphic Design, Photography, Video
- At least 16 students will be provided an Internship opportunity in the Integrated Media field provided as tuition waivers
- Increase in student completion of degree or certifications in Integrated Media
- Students will gain experience by engaging with media professionals in the metro area including Alpha Media and the main affiliates, KGW NBC, KPTV Fox, KATU ABC, and KOIN CBS

A total of $62,797 is requested with over $138,818 offered as matching resources.
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<tr>
<th>Cable System Technology Use</th>
<th>Both: Channels and I-Net</th>
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<td>Proposed Technology</td>
<td>Video production equipment</td>
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<td>Public Benefit Area</td>
<td>Reducing Disparities for Underserved Communities</td>
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**Project Purpose**

In defining the project purpose, applicants must:
Needs
In the early 1980’s, Multnomah Cable Access (MCTV) was established on the Mt. Hood Community College (MHCC) campus to broadcast public access programming to the community, providing a valuable community service. In 2002, the cable provider left the MHCC campus, moving to its current location and changing its name to MetroEast Community Media (MetroEast). Leaving the campus and becoming an independent entity created a loss for the college community in many ways. Students lost access to live broadcast production opportunities and MetroEast lost access to student-generated media, the expertise of the college’s Integrated Media and Journalism faculty, and the energy that came from college students excited about creating content. Reconnecting with MetroEast will provide access to an information resource important to the local community where many citizens and our students currently face multiple challenges including poverty, housing shortages, educational barriers, and a need for job training and other educational opportunities. Currently, there are limited opportunities for MHCC students to generate media and broadcasts. Because MHCC can no longer deliver live video programming, students are limited to delivering content on KMHD2 radio, and providing information through the student-driven online and print newspaper, The Advocate. This also means that our underserved populations have not benefited from content generated at the college. This project will provide underserved students a new learning experience that assists them in entering media professions. It will provide a cost-effective and workable means to provide access to information for the community as well as real-world employment training for students. Strategic planning internally with various MHCC departments and externally with MetroEast has resulted in a plan to create live and prerecorded content through a live origination site on the MHCC campus, recreating and improving upon the original impact of community access television in East Multnomah County.

MHCC serves an area critically impacted by poverty and racial disparity, including the Rockwood neighborhood. Rockwood’s population is growing more quickly than the rest of Multnomah County and is one of the County’s most diverse neighborhoods, with one of the highest Latino (24%), non-white (18%), and non-English speaking (22%) populations. Youth in the community are among the highest numbers of students who are economically disadvantaged (based on free or reduced lunch statistics), and have the highest percentage of English Language Learners of any of the eight area school districts in Multnomah County. The College has established the Maywood campus to better serve the literacy and employability needs of this area. Many residents in this neighborhood and throughout the east county area struggle with access to media and Internet technology, and have limited access to platforms for community voices.

The proposed project is student-centered, providing opportunities for our students to gain real-life job skills in the broadcast media field while bringing important contact to the eastern part of the county. Throughout the year, the Integrated Media faculty assess the needs of students in the department and work to provide the best hands-on media opportunities possible. There is clearly a need for greater access for students and faculty to appropriate equipment and technology to prepare underserved students for careers in broadcast and online journalism. Key beneficiaries include the diverse population of students who will gain professional level preparation and opportunities for media careers. In addition, the broader impact will include access for the community to additional live and pre-recorded programming.

During the planning of this project, MHCC broadcast media staff met with MetroEast engineers and producers to determine the most cost-effective technology needed to connect the community. MetroEast will assist and develop the technical design with broadcast and journalism faculty, as well as contribute their expertise through engineering and staff time.

Solution to meet specific needs
Currently, media and technology impact every industry and profession. The interrelationship between media and technology is at the heart of MHCC’s Integrated Media program and the student-driven online and print publication, The Advocate. Integrated Media majors span four option areas: Broadcasting, Graphic Design, Photography, and Video. Our focus is student-centered, not just on careers anchored in the digital arts, but also on providing an education that is a synthesis of cutting-edge technology, creative mastery, and critical thinking. Currently, students polish their skills by taking advantage of one of the many for-credit internships available at regional television and radio stations, studios and agencies. Some students receive tuition waivers for working on The Advocate. For those students, this project would provide additional access to paid internship opportunities in multimedia journalism through access to MetroEast and live video production and streaming.

Students who complete an Associate of Applied Science degree can continue their education at a four-year university or seek immediate employment in the creative services industry. The region’s demand for creative talent has offered jobs and internship
opportunities at a diverse range of companies including Nike, Columbia Sportswear, Laika, and with locally-produced television series. Students in the MHCC Integrated Media program are a tremendous resource to the college community. They also benefit the broader community as they report on topics of interest in East Multnomah County. These students will provide a great resource as well to MetroEast by providing potential workers highly skilled in broadcast journalism.

Historically, MHCC and MetroEast Community Media have had a strong mission-based alignment providing the community with educational and informational content. As indicated previously, for years MetroEast was actually located on the campus of MHCC which provided easy access to the cable system for informational and educational programming for the community via the cable system. Just as important, MHCC students enrolled during this time, had access to live television capabilities. Currently, however, MetroEast is housed in its own state-of-the-art facility near downtown Gresham and is planning on expanding into the new Rockwood Economic Campus to better support East County and its residents. Now is the time to reconnect the campus and our students with MetroEast and to provide additional content and access to the facilities on campus.

Exciting content being produced currently for KMHD2 and The Advocate will be enhanced through video broadcast capability. Most of The Advocate stories are written by broadcasting and video students, with the content repeated on-air during KMHD2 radio news updates. The Mt. Hood Cable Regulatory Commission (MHCRC) funding will allow production of magazine-style TV shows that include content similar or as an adjunct to The Advocate and KMHD2 outlets. Programming will also include sports and entertainment, opinion, and music review content as well as featuring East County and MHCC activities and certain on-campus events. The existing studios and video equipment available at the college will be used as matching resources to create fully functional television and editing capability.

Specific anticipated scenarios over the two year funding period include:
1. Student-produced programming which might include Veteran-related topics of interest including career planning and integrating disciplines of military skills with workforce needs
2. Student-produced programming focused on college advising (Example: step-by-step instructions on applying for financial aid)
3. Student-produced programming for individuals with disabilities showing best strategies for accessing college resources and ensuring college success
4. Student-produced programming on topics related to emergencies in the community, safety, and access to shelters (as in the recent fires prompting the opening of the evacuee shelter on campus which operated 9 days and fed over 4,180 meals) in the event of weather-related or geological events that require community alerts and notifications
5. Board meetings discussing overall governance along with new initiatives and services at MHCC. NOTE: Board meetings will now be held at varying sites across the East County area. The mobile equipment will enable students to broadcast from these sites.
6. Supplemental broadcasts prior to Board meetings discussing the agenda and special topics
7. Programming featuring noted authors, musicians, and artists who come to MHCC regularly for presentations

The Integrated Media faculty and the MHCC IT department will manage the sustained initiative. This oversight and guidance will be provided by faculty under direction of JD Kiggins. A portion of his salary is conservatively estimated as matching. Ongoing planning and collaboration with MetroEast will ensure quality and continuity of the project.

Measurable Outcomes

Goal 1: MHCC will prepare students, many from underserved populations, for media careers through creation of student-driven content, including news and information under the leadership of the college’s Integrated Media department.

Outcomes:
• 50-75 students will gain real-life job skills in the broadcast media field through the direct involvement in creating, curating, or crewing news and information programming
• A minimum 6 live events prepared for broadcast by students in the first year as students are recruited and trained and at least one monthly broadcast in the second year
• Increased access for students in Integrated Media program to other media professionals in Metro area

Strategies include:
1. Students will be recruited in multiple ways including those students currently in the Integrated Media program, students who are enrolled at MHCC but not enrolled in the media courses, and through links with high schools in the East County area to
share information with students transitioning to higher education interested in media careers.

2. Technical and performance skills will be enhanced as well as job opportunities for students wishing to enter media careers through access to the program.

3. Collaboration with MetroEast will enable live-feed broadcasting of MHCC Student media events (for example, MHCC Today, Sports Broadcasts, Advocate/Saints radio broadcasts reconfigured as video reporting, blogs currently only available via web).

4. Increased career experiences for students and provide high-quality educational experiences to assist them in finding jobs in the broadcast field.

**Baseline Data:** Student Data was reviewed to determine the potential measurable impact of the project. This data will serve as a baseline and reviewed after each of the three terms per year. For the 2016-17 year 175 students declared Integrated Media as their major. Certifications are typically completed in one year and AAS degrees are designed as 2-year programs. In the previous year, 20 students completed their AAS degrees and 15 completed the Career Pathways Certifications. Only 4 of the certifications were for Digital Video Assistant and 7 of the degrees were in Integrated Media-Video. We anticipate the numbers for both of these specializations will increase as a result of the project.

**Goal 2:** MHCC will present a pathway for student engagement and student success in obtaining credits for the certifications and/or applied degrees.

**Outcomes:**
- Career Pathways Certificates of Completion (CPCC) learning career skills to become a Broadcasting Digital Assistant, Graphic Design Digital Assistant, Photography Digital Assistant, Video Digital Assistant; and/or 2-year AAS Degrees in Integrated Media: Broadcasting, Graphic Design, Photography, Video
- At least 16 students will be provided an Internship opportunity in the Integrated Media field provided as tuition waivers (up to 12 credits over 3 terms = $3933/year)
- Increase in student completion of degree or certifications in Integrated Media
- Students will gain experience by engaging with media professionals in the metro area including Alpha Media and the main affiliates, KGW NBC, KPTV Fox, KATU ABC, and KOIN CBS (Partnerships are well established with these entities.)
- Value added will result from development and broadcast of video programs designed to increase awareness on how to navigate campus, how to successfully complete financial aid requirements, or how to connect with MHCC staff and faculty; MHCC will see an increase in students retained from one semester to the next.

Measurement strategies for the objectives include both quantitative and qualitative data (through surveys of participants, focus groups, and actual programming documentation). Feedback from MetroEast producers and engineers as well as viewers will also be important evaluative tools.

**Evaluation Plan**

*How will you evaluate progress toward and achievement of the projects anticipated outcomes?*

The evaluation plan should include evaluation questions, strategies or methodologies to collect data in order to answer the questions and steps to document findings and lessons learned.
Evaluation data will focus on the impact on students, the quality and impact of the broadcasts, and student preparedness for media careers. MetroEast will provide qualitative input on the quality of the student produced programming. Input from the monthly meetings with MetroEast as well as through the Event Access Advisory Committee meetings will provide information for continuous program improvement. Project success will also be measured in terms of the increase in students who enroll and complete the Integrated Media degree and certification programs. Community interest in broadcasts; and through documentation of the community interest in this enhanced communications capacity, measured by survey and through analysis of email and other modes of communicating with the MHCC Integrated Media department and MetroEast.

Evaluation of student data and program content will be collected and reported to the Event Access Advisory Committee, a committee created specifically for this project with a broad base of stakeholders including representatives from Integrated Media Faculty, student producers, and MetroEast. The committee will meet initially to get the project underway, and then at least quarterly to allow for continuous program improvement. Throughout the year the committee will participate in email communications, phone conferences, and when needed, face-to-face meetings to guide the project implementation. This information and any corrective measures taken to improve community access will also be reported to the MHCRC.

MHCC’s mission is “building community”, and an essential core value is to provide the best education possible for our students as well as serve our diverse community. Access to the cable system will provide access to job preparation in a wide variety of media careers to our students.

The evaluation will incorporate the following formative evaluative content:
1. Student enrollment and completion data (quantitative, demographics)
2. Tapes and broadcasting issues for all MHCC cable programming per semester
3. Prototypes of programs and broadcast segments for testing, feedback and review
4. Qualitative feedback through stakeholder interviews, surveys and focus groups
5. Assessment of student preparedness for media careers based on course performance, grades, and completion of programs and certifications

Metrics will be established to monitor progress, report, and evaluate both years of implementation. Input from MetroEast, the Event Advisory Committee, and MHRC will be used to determine these and may include:
• Types and hours of programming
• Estimates of viewership (per MetroEast, this is anticipated being based on the number of cable subscribers in this cable market)
• Our Event Access Advisory Committee and our contacts at MetroEast will provide feedback on other strategies for evaluation as implementation is underway

The primary impact will be on students, many from underserved populations as they are well-prepared for media careers and have real world experiences. Numbers of students who receive tuition waivers will be documented, and the outcomes in terms of degrees or certifications earned, numbers retained in the program and their overall student performance documented through course completions and grades.

Project Partners

A "Project Partner" is defined as an organization that supplies cash or in kind resources and/or plays an active role in the planning and implementation of the project. You should present who your Project Partners are, their respective roles in the project, and specific contribution each partner will make to the project in the form of financial support, equipment, personnel, or other resources.
MetroEast is the key partner for the proposed project. MHCC students will produce content to stream as live broadcasts via the INET on MetroEast in compliance with all state laws governing broadcasting. As part of this partnership, engineers and producers will interact with students and provide feedback to both students and faculty. The renewed partnership will benefit both the students and the high numbers of underserved individuals in the viewing area, who will have access to live coverage of college and community events.

Aspects of MetroEast’s operational philosophy align well with the mission of the college education and prepare students, especially for those from underserved populations, for meaningful careers. As stated earlier, media careers span most industries and businesses in today’s world, and the skills our students learn will assist them in a variety of work and community settings. The Project Director has established effective relationships to place students in work experiences with many Metro broadcasting outlets including Alpha Media, and the major network affiliates (ABC, CBS, and NBC).

**MetroEast Mission and Values:** MetroEast uses media to invigorate civic engagement, inspire diverse voices, and strengthen community life. Core values guide MetroEast, including the following: Accessibility and Inclusion, Civic Engagement, Community Collaboration and Sharing, Diversity of Voices and Information, Democracy and Intellectual Freedom, and Democracy and Intellectual Freedom.

MetroEast’s role with the MHCC project is described and verified through the Letter of Commitment/Support provided in the supplementary materials. This includes collaboration to provide our students with opportunities for careers in broadcast journalism and media through real world applications of what they learn in college classes. This opportunity is not currently available and is needed to prepare students, most of whom come from East County and have multiple barriers including financial, family responsibilities, and other challenges inherent in communities of poverty.

**PROJECT FEASIBILITY SECTION includes:** Technical Design, Implementation Plan, Organizational Capacity and Project Budget (see Final Application Budget form)

**Technical Design**

The Technical Design should specify in detail the proposed technology and equipment to be employed; the rationale in selecting the particular technology; how the technical design supports the projects use of the community access channels and/or the I-Net; and the plans for maintaining and upgrading the system or equipment in the future.
The Technical Design involves the technical aspects of acquiring and installing new equipment (as described in the budget). The Implementation Plan which follows this section addresses the educational aspects of student recruitment, education and training.

JD Kiggins will serve as the MHCC Project Director and faculty member from the Integrated Media Department. He held meetings with internal IT staff alongside MetroEast staff in November and December of 2016 to determine the technical design and equipment needs. Follow-up meetings with both entities were then conducted to discuss feedback from MHRC IT staff and media faculty, and to evaluate any newly available technology.

This project will allow students to utilize INET for live programming and provide other programming on tape which will be delivered to MetroEast for broadcast. Access will be provided via MetroEast/Comcast INET service.

The IT team along with the Project Director from Integrated Media determined the following equipment requirements:

• VSI AVN443 encoders (1080i software enabled)- Visionary Solutions’ AVN443 H.264 Encoder transforms live video sources into full-screen, full resolution, Internet Protocol Digital Video, compatible with multicast, webcast and video-on-demand protocols. This high-quality H.264 video encoder is suitable for all applications requiring cost-effective, low bit rate, HD or SD video distribution over IP networks. The AVN443 is a key component of a system and provides an ideal solution to deliver and manage real-time and recorded video over virtually any network. AVN443 encodes HD or SD video, SDI and HDMI (DVI-D with optional adaptor cable) up to 1080p 60 into an H.264 stream. (Technical Specifications are provided in Supplemental Materials.)

• Cisco WS-C2960X-48FPD-L SFP+ Managed switches- Cisco® Catalyst® 2960-X Series Switches are fixed-configuration, stackable Gigabit Ethernet switches that provide enterprise-class access for campus and branch applications. Designed for operational simplicity to lower total cost of ownership, they enable scalable, secure and energy-efficient business operations with intelligent services and a range of advanced Cisco IOS® Software features. (Technical Specifications are provided in Supplemental Materials.)

• The mobile equipment will include Blackmagic converters, camera, monitors, and duplicator. Blackmagic is one of the world's leading innovators and manufacturers of creative video technology with a long history in post-production editing and engineering. (Technical specifications for each of the requested items are provided in the supplemental materials.)

• Blackmagic Duplicator 4K-allows you to deliver Ultra HD content to consumers using the latest technology H.265 files recorded onto inexpensive SD cards. This equipment provides real-time H.265 encoding and multi rate 12G-SDI connections for recording all SD, HD and Ultra HD formats up to 2160p60, along with 25 built in SD card recorders. That means you can shoot, record, merchandise and deliver content that can be viewed on 4K televisions and Windows 10 computers.

• Blackmagic Design ATEM Television Studio HD is an 8-channel SDI/HDMI switcher. It is NTSC/PAL, HD, computer signal compatible with a 10-channel digital audio mixer, and built in front panel controls.

• Blackmagic SDI to HDMI Converter-convert from SDI to HDMI in all SD and HD formats up to 1080p60! Audio is embedded into the HDMI output and output separately as balanced analog or AES/EBU audio. Mini Converter SDI to HDMI is appropriate for using HDMI televisions and video projectors as SDI monitors for all SD and HD formats.

• Blackmagic Design URSA MiniPro Design Camera- URSA Mini Pro features super strong magnesium alloy body that makes it durable enough to use in the most extreme environments. The magnesium alloy also makes it lightweight and helps to keep the camera cool by piping heat into an exchanger that allows convection cooling and heat dissipation from the camera's body. This cameral allows professional connections, an external display, foldout touch screen and 9 mounting points for adding accessories and building custom rigs.

• Blackmagic HyperDeck Studio Mini is perfect for use as a master program recorder during live multi camera production, or as an ISO recorder from cameras which allow users to edit the final program later. HyperDeck Studio Mini is also a powerful clip player for playback directly to air, or even as a client preview deck in a conference room with a large HDMI television. Because it is possible lock and sync the playback of multiple units together, it's ideal for high resolution digital signs that use multiple screens. The separate fill and key SDI outputs allow users to play animated broadcast graphics with an alpha channel for keying over live video with a live production switcher, all in real time.

• Blackmagic SmartView Monitor (17in)- SmartView has been designed for broadcast as well as post production and includes support for multiple SDI video standards, including SD, HD and 3G-SDI formats. They support new advanced video standards used in post-production including 1080 progressive HD rates and even 2K over 3G-SDI. All video formats can be connected and changed at any time, because SmartView will automatically switch in less than a second to the new format.

This equipment was selected because of cost-effectiveness and quality as well as compatibility with the current equipment.
After the equipment is installed and the project is implemented, maintenance and sustainability of the functionality of the equipment and infrastructure will be conducted through regular IT operations and the campus technology plans. The technical design will include a design of video/audio connecting points. In addition, the Network Administrator will include setup and configuration of Network hardware at no cost to the project. Additional infrastructure construction will include the costs of running cables, wire, and fiber optics. These infrastructure costs, provided as matching resources to the project, will be critical in sustaining the programming after the initial two-year implementation period. Though the value to the project is extensive, the match amount ($20,000) is included in the budget.

Proposed Project Start and End Date:

Projects may include timelines of up to 36 months.

<table>
<thead>
<tr>
<th>Proposed Start Date (month/year)</th>
<th>January 1, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed End Date (month/year)</td>
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</tbody>
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Implementation Plan

The Implementation Plan should include major tasks and milestones in addition to detailed tasks needed to successfully implement the project.
The Implementation Plan includes the process for all aspects of the project including, student recruitment, hands-on technology training, learning about video production, and student evaluation to determine levels of professionalism and expertise. In addition

**Project Staff:** JD Kiggins will serve as the MHCC Project Director and faculty member from the Integrated Media Department. He will guide the project and partnership and be responsible for all management details. This includes identifying and convening the Event Advisory Access Committee with representatives from MetroEast, student representatives from the Associated Student Government, faculty associations, student services representatives including financial aid and veteran’s services, the Teaching and Learning center, IT, and the Diversity center to ensure all underrepresented and underserved populations are served as well as to develop a list of events that are appropriate for live video production and broadcast.

**Student Identification and Recruitment:** Recruitment of students currently in the Integrated Media Program can begin immediately upon notification of funding. Those who are enrolled in MHCC but who are not Integrated Media majors will also participate and receive training as they do now with The Advocate. For example, students in the innovative MHCC Funeral Sciences department can participate to learn how to create high-quality video productions, an important aspect of today’s funeral business. Currently the radio station and the newspaper are open to any student at the college, which will also apply to this new video production capability. A third population includes high school students currently enrolled or interested in dual credit options in Integrated Media.

**Curriculum Design:** The Curriculum Design is already in place at the college, including an education and training component (both credit-bearing course content including 13 credit hours), other training created at MHCC and through links with MetroEast. With new equipment and facilities, this content will be enhanced through an enriched career experience in media.

**Student Learning Outcomes will be documented through participation and performance in current approved coursework:**

**Broadcast I course:** This course serves as an introduction to the concept of radio communication and helps provide an understanding of radio performance and control room operation. Students practice and develop a personal on-air style with critical constructive feedback from peers and professionals working in the field. The history of broadcasting, the technical and social aspects of broadcasting, and how current conditions are affecting broadcast technology and trends are covered.

**Broadcast II course:** This course is an introduction to the range of equipment and production roles associated with live broadcast production. Special attention is paid to understanding the interrelationships that are key to a successful studio team. Students work in rotations to perform every position on a studio team: Control Room, Studio Floor, Audio/CG/Playback. Through these rotations, students are instructed on each position while observing their colleagues in other positions. The course enhances technical skills, an understanding of production processes, and the ability to give and take direction under pressure.

**Broadcast III course:** This course examines the role and responsibilities of the broadcast producer. Emphasis is placed on applying advanced production skills to live and on-demand broadcasts. Students develop, research, organize, plan, and execute live in-studio and remote broadcasts.

**Non-credit bearing training:** This includes training and workshops that will be developed or enhanced from what is currently offered, including workshops, labs, and other activities offered in a seminar format. This will be most applicable for those non-majors who need professional experiences in their chosen fields. MetroEast currently offers an entire slate of training opportunities for community members who want to learn video production, in which MHCC students will also be able to participate as well as workshops developed and delivered on campus.

The broadcast program currently has video production content but no way to apply that to a true live broadcast setting which the proposed project will provide. Faculty have designed a cooperative design for The Advocate which allows students to take one or more college courses and get training. Course Fees are waived for students who work on this online and print publication. A similar system to help students with financial needs is proposed for the expanded broadcast capabilities.

As stated in the evaluation section, project evaluation will include looking at two primary outcomes: impact on students and the actual production values of the programming. Evaluation is a critical aspect of the Implementation Plan and to the sustainability of the project. Activities will be conducted by both MHCC faculty and MetroEast to assess the project.

**Project Staff:** JD Kiggins will serve as the MHCC Project Director and engage other faculty from MHCC and the Integrated Media Department. He has worked with MetroEast and with many studios and media production companies across the Portland area to provide opportunities for students in the broadcast field. He has served as faculty for MHCC for many years and is uniquely suited to manage the proposed project. Four other faculty will also be an active part of the project providing...
coursework, training, and experience. (See Degree and Certification program offerings below)

This project will allow students to utilize INET for live programming and provide other programming on tape which will be delivered to MetroEast for broadcast. Access will be provided via MetroEast/Comcast INET service.

**Program offerings for both the Applied Science Degree and the Certification programs leading to a career in media.**

2-year AAS Degrees
- Integrated Media: Broadcasting
- Integrated Media: Graphic Design
- Integrated Media: Photography
- Integrated Media: Video

**Career Pathways Certificates of Completion (CPCC)**
- Broadcasting Digital Assistant
- Graphic Design Digital Assistant
- Photography Digital Assistant
- Video Digital Assistant

**1st Quarter-** Beginning with Winter Quarter, January, 2018- March- Order and install equipment; Assemble Event Advisory Committee, Recruit students and Develop Workshops for majors and non-majors (Funeral Sciences students, for example, may participate to learn video production techniques that are now an essential part of that industry). Meetings held with MetroEast to determine communication and implementation strategies including technical engineering.

  - **Student Measures-** 10 students will be recruited, trained and participating
  - **Training Measures-** 2 workshops developed and delivered to students
  - **Broadcast Measure-** Develop programming schedule for MetroEast to evaluate

**2nd Quarter-** April-June, 2018, Students receive training and workshop content is refined. Initial live broadcast produced. (It is anticipated that the first major live broadcast will be June’s Graduation Ceremonies using the Mobile Lab.)

  - **Student Measures-** 20 students will participate
  - **Training Measures-** 4 workshops and Broadcast 151 course offered
  - **Broadcast Measure-** Content and quality of first live broadcast evaluated by MHCC and MetroEast

**3rd Quarter-** June, July, and August, 2018- 1st Live Board meeting broadcast. Project Director will continue planning, collaborations with faculty and partner, and development of workshop schedule for the upcoming academic year.

  - **Student Measures-** 30 students will participate
    - **Training Measures-** 4 trainings, Course Content Evaluation and update
    - **Broadcast Measure-** Develop and evaluate ongoing programming for MetroEast

**4th Quarter-** September through December, 2018. Live broadcasts of Board Meetings, other broadcasts, coursework and workshops continue.

  - **Student Measures-** 40
    - **Training Measures-** 2 trainings, Broadcast 150 offered
    - **Broadcast Measure-** Develop and evaluate ongoing programming for MetroEast

**2nd Year-** Student Recruitment, Broadcasts, Collaborations with MetroEast and trainings continue

  - **Student Measures-** 50-75 skill attainment (career and profession ready)
  - **Training Measures-** 2 trainings, Broadcast coursework offered each quarter as in the first year
  - **Broadcast Measure-** Develop and evaluate ongoing programming for MetroEast

The major tasks are summarized below:

1. Purchase and installation of necessary equipment (JD Kiggins and IT Department)
2. Recruitment of students from IT department as well as from non-media program majors (JD Kiggins and Faculty)
3. Training for student producers (JD Kiggins, Faculty)
4. Creation of video programming to enable students to get real world job skills
5. Evaluation of broadcasts and debrief with producers after each broadcast to allow continuous improvement (JD Kiggins and Advisory Committee)
6. Sustain the partnership and broadcasts with MetroEast throughout the two-year project and into the future (Staff, MetroEast)

(This field has a character limit of 21000)
Organization Capacity

The applicant should demonstrate the Organization’s capacity to successfully integrate the project into the organization.

There are many factors that demonstrate MHCC’s capacity to successfully integrate the project into our operational strategies, primary of which is to build community. The fact that MHCC initiated the community access in the 1980’s that has grown into MetroEast Community Media indicates the potential for leadership in this broadcast arena.

For over 50 years MHCC has served East Multnomah County, a region recognized as having one of the lowest education attainment rates, highest poverty index, and most diverse population of US immigrants and non-English speakers in the state of Oregon. The college continues to successfully integrate new services as they become necessary to address the needs of this rapidly changing community. We have established adult literacy centers in the neediest neighborhoods and created innovative partnerships to assist in improving both educational and workforce skills of our citizens. This contributes to our experience and knowledge about underserved students and their families.

MHCC is a dynamic community of intercultural learners and our administrators and staff are committed to meeting the evolving needs of an increasingly interconnected global society. At MHCC, our commitment to diversity means we welcome, value, and promote all aspects of diversity among students, employees, and our community; we cultivate a respectful, inclusive, and accessible learning and working environment; we develop capacity to understand issues of difference, power, and social justice; and we foster educational, personal, and professional development, resulting in increased effectiveness within diverse contexts. The College is a national leader of special initiatives focused on low-income and first-generation students resulting in much higher completion rates for hard-to-serve populations than the state or national averages. Vocational ESL programs and the Equity Lens directive impact these special populations, and President Dr. Debra Derr has made high quality services to the community a campus-wide priority, indicating tremendous support from the senior administrative perspective.

Why is this important to the MHCRC community technology initiative? These factors directly impact the proposed project. We know the needs of students from this community as well as the interests, so our programming can be customized to address needs in an engaging manner.

Another capability that is important, specifically in the sustainability of the project, is in the work MHCC has done to aggressively seek external funding to leverage institutional funding and maximize resources for the diverse populations in East Multnomah County. Major accomplishments include: receipt of Title III federal funds supporting systemic improvements in student support and faculty interactions with students to improve retention and success; the TRIO programs that reach down into area middle and high schools to provide counseling and support; and the East Multnomah County STEM Hub, an extremely successful program that brings hope for STEM careers to students and families in this East County area.

Our Integrated Media faculty are dedicated and fully support this new enhanced capability to provide career experiences in broadcasting as well as the production skills that cross many other industry and job opportunities.

Measurable Project Outcomes

What project outcomes do you hope to achieve for the identified community or targeted beneficiaries through the use of the proposed technology?
Goal 1: MHCC will prepare students, many from underserved populations, for media careers through creation of student-driven content, including news and information under the leadership of the college’s Integrated Media department.

Outcomes:
- 50-75 students will gain real-life job skills in the broadcast media field through the direct involvement in creating, curating, or crewing news and information programming
- A minimum 6 live events prepared for broadcast by students in the first year as students are recruited and trained and at least one monthly broadcast in the second year
- Increased access for students in Integrated Media program to other media professionals in Metro area

Goal 2: MHCC will present a pathway for student engagement and student success in obtaining credits for the certifications and/or applied degree.

Outcomes:
- Career Pathways Certificates of Completion (CPCC) learning career skills to become a Broadcasting Digital Assistant, Graphic Design Digital Assistant, Photography Digital Assistant, Video Digital Assistant; and/or 2-year AAS Degrees in Integrated Media: Broadcasting, Graphic Design, Photography, Video
- At least 16 students will be provided an Internship opportunity in the Integrated Media field provided as tuition waivers (up to 12 credits over 3 terms = $3933/year)
- Increase in student completion of degree or certifications in Integrated Media
- Students will gain experience by engaging with media professionals in the metro area including Alpha Media and the main affiliates, KGW NBC, KPTV Fox, KATU ABC, and KOIN CBS (Partnerships are well established with these entities.)
- Value added will result from development and broadcast of video programs designed to increase awareness on how to navigate campus, how to successfully complete financial aid requirements, or how to connect with MHCC staff and faculty; MHCC will see an increase in students retained from one semester to the next.

Measurement strategies for the objectives include both quantitative and qualitative data (through surveys of participants, focus groups, and actual programming documentation). Feedback from MetroEast producers and engineers as well as viewers will also be important evaluative tools.)

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**Budget Narrative**

**Budget Narrative**
PERSONNEL

Project Director- JD Kiggins, the Project Director will manage all aspects of the grant project. Responsibilities will include ensuring that the IT infrastructure is in place for the video production activities, that the budget and timeline targets are met, preparing required reports, guiding the collaborating faculty. The Project Director will also work closely with MetroEast to maintain the partnership and ensure the connection for broadcasting student productions is maintained.

Grant Funds: 0
Match: Project Director $28,480 salary/fringe (10% of salary/fringe at $14,240 each year for two years)

Four Integrated Media faculty/staff members: Media Faculty and staff member’s time includes getting trained on the new equipment including attending MetroEast’s free Orientation session, developing curriculum around the new equipment, teaching the media classes and working with the students towards the realizing the student outcomes for the project.

Grant Funds: 0
Match: Faculty/Staff $113,920 salary/fringe for 4 faculty (10% of salary/fringe $56,960 each year for two years)

IT staff and personnel for equipment installation. IT staff are responsible for upgrading internal wiring including running cables, wire, and fiber optics for video/audio connection points; setup and configuration of network hardware; network maintenance; and, technical support to Integrated Media faculty.

Grant Funds: $ 0 requested
Match: $20,000

Total Personnel Costs- 0 Matching: $271,460

CONTRACTUAL

MetroEast will advise on equipment and engineering design to accommodate live playback/streaming via the INET to their head in facility in downtown Gresham.

12 hours per month for 12 months each year @ $75/hour (144 hours/year = $10,800 for two years of the project $21,600)

Grant Funds: $0
Match: $21,600

INFRASTRUCTURE/CONSTRUCTION –

Materials - Category 6 cabling, RG6 SDI compatible coaxial cable for structured wiring needs. Fiber optic cable to reconfigure media/data server room. Total = $7,000

Grant Funds: $0
Match $7,000

EQUIPMENT DETAIL

• VSI AVN443 encoders (1080i software enabled)- Visionary Solutions’ AVN443 H.264 Encoder transforms live video sources into full-screen, full resolution, Internet Protocol Digital Video, compatible with multicast, webcast and video-on-demand protocols. The AVN443 is a key component of a system and provides an ideal solution to deliver and manage real-time and recorded video over virtually any network. AVN443 encodes HD or SD video, SDI and HDMI (DVI-D with optional adaptor cable) up to 1080p 60 into an H.264 stream. (Technical Specifications are provided in Supplemental Materials.)

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- Blackmagic HyperDeck Studio Mini: is perfect for use as a master program recorder during live multi camera production, or as an ISO recorder from cameras which allow users to edit the final program later. Because it is possible lock and sync the playback of multiple units together, it’s ideal for high resolution digital signs that use multiple screens. The separate fill and key SDI outputs allow users to play animated broadcast graphics with an alpha channel for keying over live video with a live production switcher, all in real time.

- Blackmagic SmartView Monitor (17in): SmartView has been designed for broadcast as well as post production and includes support for multiple SDI video standards, including SD, HD and 3G-SDI formats. They support new advanced video standards used in post-production including 1080 progressive HD rates and even 2K over 3G-SDI.

The primary budget request is for equipment to support the connectivity and broadcast capabilities for the project. The overhead, personnel and infrastructure costs will be borne by the college which is a tremendous support.

**Grant funding for Equipment is requested for the following (Breakdown follows):**

- 2 VSI AVN443 encoders (1080i software enabled) 2* $7,500 = $15,000
- 3 Cisco WS-C2960X-48FPD-L SFP+ Managed switches 3* $8000 = $24,000

Mobile system – $18,266 (see breakdown below)

<table>
<thead>
<tr>
<th>MHCRC MHCC-Mobile</th>
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</thead>
<tbody>
<tr>
<td>Blackmagic SDI to HDMI</td>
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<tr>
<td>3Converter</td>
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<td>1Blackmagic ATEM Studio HD</td>
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<td>Blackmagic Hyperdeck Studio Mini</td>
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<td>Blackmagic Hyperdisk Duplicator 4k</td>
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<td>Camplex OpticalCon Duo SM Fiber Breakout LC Adapters</td>
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**Total Mobile** | $18,266.85
Total Equipment Request from Grant funding: $57,266

Equipment MATCHING:

<table>
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<th>Equipment Description</th>
<th>Quantity</th>
<th>Unit Cost</th>
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<tbody>
<tr>
<td>MHCC Broadcasting/Video</td>
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<tr>
<td>Match/MHCC Board Room TV</td>
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Total                                             |          |           | $27,410.85 |

Total Equipment Request- Grant funding $57,266 Match- $27,410

Miscellaneous- tuition waivers for Integrated Media students. 16 students over two years (up to 12 credits/3 terms per year) = $3,933

Grant request - 0  Matching = $62,928

OVERHEAD COSTS: Accounting and procurement resources and systems needed to track grant project expenses, oversee contractor expenses and process equipment orders; Project Director resources for project strategic planning and management in order to ensure efficient integration of project into organization; and other organizational resources -- such as phones, equipment, space and supplies -- that support the project.

Total Overhead: $5,530 (estimated at 8% of total grant funding request) Match: $0
Statement of Matching Resources

A project will not be considered eligible for funding unless the applicant documents the capacity to supply matching resources of at least 50 percent (50%) of the total project cost.

The Statement of Matching Resources is essential to understanding which project costs identified in the Budget Narrative and the line Item Budget will be supported by the applicant organization and which project cost will be supported by Project Partners.

Statement of Matching Resources

MHCC will contribute the following resources to the project:

- Project Director time: $28,480
- Integrated Media Faculty time: $113,920
- IT Staff time: $20,000
- Equipment valued at $27,410
- Infrastructure/construction materials: $7,000
- Miscellaneous matching as tuition waivers totalling $62,928

MetroEast Community Media is a project partner committed to contributing $21,600 in in-kind services to the project as described in the narrative. This is listed under Contracted.

Line Item Budget

<table>
<thead>
<tr>
<th>Cost Category</th>
<th>Grant Funds</th>
<th>Match Amount</th>
<th>Project Total</th>
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<tr>
<td>Personnel</td>
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<td>Travel</td>
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<td>Equipment</td>
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<td>Construction</td>
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<td>Miscellaneous</td>
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<td>Totals</td>
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</table>

Final Application Signature

Signature of Duly Authorized Representative

Dr. Debra Derr

Date

10/01/2017

Title

President, MHCC

Phone

503-491-7548

E-mail

debra.derr@mhcc.edu
## Supplemental Material Attachments

<table>
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<tr>
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<th>Description</th>
<th>File Size</th>
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<tr>
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<td>Blackmagic Television studio specs</td>
<td>157 KB</td>
</tr>
<tr>
<td>Blackmagic Design_ Mini Converters Tech Specs.pdf</td>
<td>Mini converter specs</td>
<td>182 KB</td>
</tr>
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<td>182 KB</td>
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<td>Blackmagic Design_ SmartView Design.pdf</td>
<td>specs Smartview monitor</td>
<td>1.4 MB</td>
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<tr>
<td>Blackmagic Design_ URSA Mini Pro Design.pdf</td>
<td>Technical Specifications requested Equipment- mini pro</td>
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<td>Resume Project Director JD Kiggins</td>
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<td>Letter of Support MetroEast</td>
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<td>Specs Sound Device</td>
<td>2.7 MB</td>
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<td>Timetable.docx</td>
<td>General timeline for implementation</td>
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## Partner Commitment Letter(s)

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<th>File Name</th>
<th>Description</th>
<th>File Size</th>
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<tr>
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<td>MetroEast Letter of Support</td>
<td>120 KB</td>
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<tr>
<td>MHCRCLetter.pdf</td>
<td>Letter from Al Sigala, MHCC</td>
<td>31 KB</td>
</tr>
</tbody>
</table>
Blackmagic Design ATEM Television Studio HD

New Item - Coming Soon  
Free Expedited Shipping

PRODUCT HIGHLIGHTS
- 8-Channel SDI/HDMI Switcher
- NTSC/PAL, HD, Computer Signal Compatible
- 10-Channel Digital Audio Mixer
- Built-In Front Panel Controls

You Pay: $995.00

Preorder
OR
Request Stock Alert

Add to Wish List
## Blackmagic Design ATEM Television Studio HD

### Inputs
- 4 x BNC, 3G/HD/SD-SDI
- 4 x HDMI Type A
- 2 x XLR analog audio
- 1 x BNC, reference
- 1 x 1/4" microphone input

### Outputs
- 4 x BNC, 3G/HD/SD-SDI, talkback program
- 1 x BNC, 3G/HD/SD-SDI, program
- 1 x BNC, 3G/HD/SD-SDI, multiview
- 1 x BNC, 3G/HD/SD-SDI, auxiliary
- 1 x HDMI Type A, multiview
- 1 x 1/4" stereo headphone

### Other
- 1 x D-Sub, RS-422
- 1 x RJ-45, Ethernet
- 1 x USB 2.0 Type B

### Standards

#### Format Support
- **SDI:**
  - 1080p 23.98/24/25/29.97/50/59.94
  - 1080i 50/59.94
  - 720p 50/59.94
  - NTSC
Blackmagic Design ATEM Television Studio HD

- 1080p
- 23.98/24/25/29.97/30/50/59.94
- 1080i 50/59.94/60
- 720p 50/59.94
- NTSC
- PAL

SDI Compliance
- SMPTE 259M, SMPTE 292M, SMPTE 424M

Video Sampling
- 10-bit, 4:2:2

Color Precision
- 10-bit, 4:2:2

Color Space
- 4:2:2 YUV

Color Space Conversion
- Hardware-based real time

General

Keyers
- Upstream: 1
- Downstream: 2
- Chroma: 1

<table>
<thead>
<tr>
<th>Feature</th>
<th>Specification</th>
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<tbody>
<tr>
<td>Layers</td>
<td>Up to 5</td>
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<tr>
<td>Generators</td>
<td>Pattern: 2, Color: 2</td>
</tr>
<tr>
<td>Interface</td>
<td>Requires monitor resolution of 1366 x 768 or greater</td>
</tr>
<tr>
<td>Number of Windows</td>
<td>1 x 10</td>
</tr>
<tr>
<td>Routable Windows</td>
<td>8</td>
</tr>
<tr>
<td>Tally</td>
<td>Red for program, green for preview (tally output supported via Ethernet connection to separately available GPI and Tally Interface products)</td>
</tr>
<tr>
<td>Processing Delay</td>
<td>6 lines</td>
</tr>
<tr>
<td>Operating System</td>
<td>Apple MacOS 10.10 or newer, Windows 8.1 or newer (64-bit only)</td>
</tr>
</tbody>
</table>
Power Supply
110-240 VAC (internal)

Power Draw
40 W

Dimensions
11 x 6.9 x 1.75" / 28 x 17.5 x 4.4 cm

Weight
3.2 lb / 1.4 kg

Packaging Info

Package Weight
4.15 lb

Box Dimensions (LxWxH)
13.6 x 8.4 x 3.6"
Now it's possible to convert from SDI to HDMI in all SD and HD formats up to 1080p60! Audio is embedded into the HDMI output and output separately as balanced analog or AES/EBU audio. Mini Converter SDI to HDMI is perfect for using HDMI televisions and video projectors as SDI monitors for all SD and HD formats, and when you don't need the extra cost of the Ultra HD model!

$195

Connections

SDI Video Input
1 x SD, HD or 3G-SDI.

SDI Video Output
Automatically matches the SD, HD and 3G-SDI video input

HDMI
HDMI type A out.

SDI Redundant Input
Automatically switches over if main SDI input is lost.

Multi Rate Support
Auto detection of SD, HD or 3G-SDI

Updates and Configuration
USB

Reclocking
Yes

Standards

SD Format Support
525i59.94 NTSC, 625i50 PAL

HD Format Support
720p50, 720p59.94, 720p60
1080p23.98, 1080p24, 1080p25,
1080p29.7, 1080p30, 1080p50,
1080p59.94, 1080p60
1080PsF23.98, 1080PsF24, 1080PsF25,
1080PsF29.7, 1080PsF30
1080i50, 1080i59.94, 1080i60

SDI Video Rates
SDI video connections are switchable between standard definition, high definition level B 3G-SDI.

SDI Video Sampling
4:2:2 and 4:4:4

SDI Audio Sampling
Television standard sample rate of 48 kHz and 24 bit.

HDMI Format Support
525i59.94 NTSC, 625i50 PAL
720p50, 720p59.94, 720p60
1080p23.98, 1080p24, 1080p25,
1080p29.7, 1080p30, 1080p50,
1080p59.94, 1080p60
1080i50, 1080i59.94, 1080i60

HDMI Color Space
YUV and RGB
### 2K Format Support
- 2K DCI 23.98p, 2K DCI 24p, 2K DCI 25p
- 2K DCI 23.98PsF, 2K DCI 24PsF, 2K DCI 25PsF

### SDI Compliance
- SMPTE 292M, SMPTE 259M, SMPTE 296M, SMPTE 372M, SMPTE 424M-B, SMPTE 425M.

### SDI Color Precision
- 4:2:2 and 4:4:4

### SDI Color Space
- YUV and RGB

### SDI Auto Switching
- Automatically detects SD, HD or 3G-SDI.

### HDMI Color Precision
- 4:2:2 and 4:4:4

### Software

**Software Control**
- Mac OS X™ and Windows™ software upgrade via USB.

**Internal Software Upgrade**
- Via included updater application.

### Operating Systems
- Mac OS X 10.10 Yosemite, Mac OS X 10.11 El Capitan or later.
- Windows 8.1 or Windows 10.

### Settings Control
- Mini Switches or USB software.

### Power Requirements

**Power Supply**
- +12V universal power supply included with international socket adapters for all countries. Cable tie point.

**Power Consumption**
- 5.2 Watts

**Operational Voltage Range**
- 12 - 31V DC

### Physical Specifications

![Mini Converter SDI to HDMI](image_url)
Environmental Specifications

<table>
<thead>
<tr>
<th>Operating Temperature</th>
<th>Storage Temperature</th>
<th>Relative Humidity</th>
</tr>
</thead>
<tbody>
<tr>
<td>0° to 40° C (32° to 104° F)</td>
<td>-20° to 45° C (-4° to 113° F)</td>
<td>0% to 90% non-condensing</td>
</tr>
</tbody>
</table>

What's Included

Mini Converter SDI to HDMI
12V universal power supply with international socket adapters

Warranty

3 Year Limited Manufacturer's Warranty.

All items on this website are copyright Blackmagic Design Pty. Ltd. 2017, all rights reserved. All trademarks are property of their respective owners. MSRP excludes sales taxes/duties and shipping costs.

Blackmagic Design Authorized Reseller
Now it’s possible to convert from SDI to HDMI in all SD and HD formats up to 1080p60! Audio is embedded into the HDMI output and output separately as balanced analog or AES/EBU audio. Mini Converter SDI to HDMI is perfect for using HDMI televisions and video projectors as SDI monitors for all SD and HD formats, and when you don’t need the extra cost of the Ultra HD model!

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HDMI type A out.

**Updates and Configuration**
USB

**Reclocking**
Yes

### Standards

**SD Format Support**
525i59.94 NTSC, 625i50 PAL

**HD Format Support**
720p50, 720p59.94, 720p60
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- Windows 8.1 or Windows 10.

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Mini Switches or USB software.

**Power Requirements**

**Power Supply**
+12V universal power supply included with international socket adapters for all countries. Cable tie point.

**Power Consumption**
5.2 Watts

**Operational Voltage Range**
12 - 31V DC

**Physical Specifications**

![Mini Converter SDI to HDMI - Technical Specifications](image-url)
### Environmental Specifications

<table>
<thead>
<tr>
<th><strong>Operating Temperature</strong></th>
<th><strong>Storage Temperature</strong></th>
<th><strong>Relative Humidity</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>0° to 40° C (32° to 104° F)</td>
<td>-20° to 45° C (-4° to 113° F)</td>
<td>0% to 90% non-condensing</td>
</tr>
</tbody>
</table>

### What's Included

- Mini Converter SDI to HDMI
- 12V universal power supply with international socket adapters

### Warranty

3 Year Limited Manufacturer's Warranty.
Compact Rack Design

Modern broadcast trucks and studios have less space than ever before and space costs money. SmartView monitors are super thin and are less than an inch thick! This means that when you're building a wall of camera monitors, you only need rack depth of a few inches to minimize space inside broadcast trucks and other tight situations. SmartView also features a lightweight, aluminum design that's perfect when installed into mobile racks and fly away kits because it's not heavy to lift. The slim design is practical, but also provides a stylish look when combined with additional SmartView monitors and equipment.

---

LCD Screens and RGB Tally
SmartView and SmartScope monitors feature super clear LCD screens with tally so it's the perfect solution for live broadcasts. Unlike a simple tally light, SmartView includes tally borders displayed in green, red or blue to signify preview, on air, or recording. This means during live production you will always know when you are recording or on-air, or you can see which camera is cued up on your switcher's preview output. Tally is connected via an industry standard parallel pin connector on the rear panel so you get full compatibility with switches or automation systems.

**Reversible Design**

**Optimize viewing angle**

In busy production facilities such as television stations and post production houses, racks are often packed with video and audio equipment. This means you may need to install SmartView monitors in the extreme top or bottom of equipment racks. SmartView monitors are designed to compensate because the LCDs can be easily rotated for the optimum viewing angle. The SmartView monitor will automatically sense the rotation angle of
Central Ethernet Control
Now you can control all your monitors from a single location and make sure all your monitors match each other for a consistent look and an accurate display of the image. Simply connect SmartView to your Ethernet network and use the included Mac and Windows SmartView Utility software to adjust all your monitors. The SmartView Utility uses the common networking software, Bonjour, to automatically find all the monitors installed on your network and display them in a list for you to select. You can even plug directly into the monitor using USB to setup Ethernet settings. You can save monitor settings, or copy settings from one monitor to another to make setup fast. When you're working with lots of monitors, SmartView Utility even includes an identify mode to help you find the monitor you want to adjust! All adjustments are set digitally which means SmartView monitors won't suffer from drift over time or during travel!

SmartScope Duo 4K
Dual 8" 3 RU SDI/HD-SDI/3G-SDI/6G-SDI monitoring with built in scopes for technical waveform monitoring.

$795
Buy Now
SmartView HD
Large 17 inch full HD 6RU SDI/HD-SDI/3G-SDI monitoring with central software control.

$795
Buy Now

SmartView Duo
Dual 8 inch 3 RU SDI/HD-SDI/3G-SDI monitoring with central software control.

$495
Buy Now
URSA Mini Pro has been designed to be the toughest and most fully featured camera available. Everything you need is built right in, so you don’t have to carry around a lot of extra production equipment. Plus, every single control on the camera is redundant, including the power, so if anything should go wrong in the field, you’ll still have backups to get the shot! You get dual card recorders, battery and power, multiple screens, fully redundant controls and you can even swap lens mounts, all built into a lightweight and super strong magnesium alloy body. URSA Mini Pro is the only camera in the world that combines digital film image quality with a durable compact high end broadcast style design that’s built for reliability, mobility and speed of use, so you can focus on being more creative!
Strong and Lightweight Design
A handheld camera that’s tough enough for anything!

URSA Mini Pro features super strong magnesium alloy body that makes it durable enough to use in the most extreme environments! The magnesium alloy also makes it lightweight and helps to keep the camera cool by piping heat into an exchanger that allows convection cooling and heat dissipation from the camera’s body. You get professional connections, an external display, foldout touch screen and 9 mounting points for adding accessories and building custom rigs!

5.78 in
HEIGHT

7.95 in
WIDTH

8.23 in
LENGTH

5.10 lbs
WEIGHT
Traditional Broadcast Ergonomics

Familiar controls that put everything at your fingertips!

Traditional broadcast cameras have the most important controls on the outside of the camera body so you can quickly change settings without having to take your eyes off of the action! URSA Mini Pro features control buttons, switches and dials that are grouped logically, making them easy to remember. That means you’ll be able to use muscle memory to operate the camera without having to look at the buttons or hunt through menus! URSA Mini Pro combines the ergonomics of a broadcast camera with the quality of digital film so you get the best of both worlds!
Status Display

View critical shooting information, even in broad daylight!

When you’re in the middle of a shoot, you need to be able to quickly check important shooting and status information. The status screen on URSA Mini Pro features a bright, status display that’s designed to be easily seen, with or without the backlight on. You can see timecode, shutter and lens settings, battery, record status and audio levels at a glance. When shooting in a dimly lit environment, simply turn the backlight on to see the screen. When you’re outside, the backlight can be turned off for even more contrast, making it highly visible and crystal clear in broad daylight!
Interchangeable Lens Mount

Compatible with virtually all professional lenses!

https://www.blackmagicdesign.com/products/blackmagicursaminipro/design
URSA Mini Pro features a revolutionary, new interchangeable lens mount that lets you quickly switch between EF, PL and B4 lenses, making it compatible with the widest possible range of professional lenses. It comes standard with an EF lens mount and you can purchase optional PL and B4 lens mounts separately. That means you can work with everything from high quality photographic EF lenses to the largest cinematic PL lenses, and even B4 broadcast HD lenses, all with the same camera!
Built in ND Filters

Filters designed specifically for URSA Mini Pro!

High quality built in neutral density (ND) filters reduce the amount of specific types of light entering the camera’s sensor. Designed to improve latitude and provide true colors, even in far-red and infra red wavelengths, ND filters let you quickly adjust to changes in lighting conditions. This makes it possible to select different combinations of aperture and shutter angle to achieve a shallower depth of field or specific levels of motion blur. The built in ND filters give you more creative options than ever and, because they’re built in, you don’t have to carry extra filters with you!
Comfortable Shooting
Ergonomically designed for handheld or shoulder use

URSA Mini Pro has been designed from the ground up to be comfortable enough to use all day and small enough to be taken anywhere! The weight is evenly distributed so the camera is balanced, making it comfortable to use for both handheld and over the shoulder shooting. The optional shoulder mount kit is designed to help support the camera, making it a natural extension of your body. There’s even a quick release mount that lets you go from handheld to shoulder to tripod in seconds!
Foldout Monitor

Fold out LCD screen for on set monitoring

The bright high resolution fold out screen gives you a built in on set monitor so you don’t have to carry around extra equipment! The monitor simply folds out and pivots up and down, making it super easy to shoot either down low or up high above the crowd. The screen features a wide viewing angle and displays crystal clear images so that you can accurately check exposure, focus and
framing. Instantly play back clips, even high frame rate slow motion shots, to make sure you get the perfect take then, when you’re ready to move to a new location, fold it up and go!
Advanced Touchscreen Interface

The world’s most intuitive and fastest to use digital film camera!

URSA Mini Pro features advanced operating software designed to make using your camera faster and more intuitive than ever! All important camera functions can be accessed with a single tap on the heads up display, there’s an elegant digital “slate” that makes metadata entry a breeze, and a dashboard that uses simple tap and swipe gestures for record settings, monitoring, audio, camera setup, presets and LUTs. Everything is logically laid out so you’ll never waste time going through confusing menus and settings again!
C-Fast and SD Card Recorders

Non-stop recording using the media of your choice!

When it comes to recording, URSA Mini Pro has dual C-Fast 2.0 recorders and dual UHS-II SD card recorders, so you can choose the type of media that works best for your project! C-Fast cards are ideal for recording full resolution, lossless 12-bit RAW files. SD cards, which are inexpensive and commonly available, are perfect for recording 4K ProRes files or RAW HD files. When either a C-Fast or SD card is full, recording automatically continues onto the next one so you never have to stop shooting!
Side Hand Controller

Comfortable and lightweight for handheld shooting!

URSA Mini Pro includes a side hand controller with record start/stop, iris and focus buttons built in. The handle is mounted to the body of the camera using a standard rosette and also has a LANC connection. This means that you can remove the handle and mount a custom rig directly to the rosette, or you can relocate the handle to the rosette at the front of the camera on the optional shoulder mount kit. You can even replace the hand grip with custom third party handles.

Professional Connections

All the connections you need for even the largest rig

Unlike other compact cameras that require custom cables, URSA Mini Pro features industry standard broadcast quality connections so you can use cables you already have! You get the latest 12G-SDI and separate HD-SDI video outputs along with 12V power for connecting electronic viewfinders. For audio, there are 2 XLR balanced analog inputs with 48V of switchable phantom power for external microphones. URSA Mini Pro also includes a Hirose 12-pin lens control connector, LANC, a standard 4 pin XLR power connector and URSA battery plate internal power connector that lets you mount battery plates on the rear of the camera.
Blackmagic Accessories

Optional accessories for customizing your camera

You can customize your URSA Mini Pro with genuine Blackmagic accessories that are designed to match and work perfectly with your camera. There’s a top mount handle that lets you carry the camera from the top so you can get shots from low down near the ground more easily. You can also add a shoulder mount with integrated quick release plate for tripods that lets you instantly switch from shoulder mount to tripod without having to change anything. The optional Blackmagic URSA Viewfinder features an incredibly high resolution display and precision optics that lets you find perfect focus in all kinds of lighting conditions. For broadcast work, you can even add the Blackmagic URSA Studio Viewfinder to turn URSA Mini Pro into the ultimate live production camera!

External Mounting Points

Use the widest range of accessories

When you’re doing professional work you want to make sure you can securely connect the things you need, like external microphones, large lenses, and more. URSA Mini Pro can be customized with standard 3rd party camera accessories including rails and matte boxes so you can build a custom rig that fits your production! There are standard ¼” threaded points positioned over the top and bottom of the camera to make it easy to add the things you need. The optional shoulder mount kit also includes a quick lock tripod mount so you can take your fully rigged URSA Mini Pro from the tripod to your shoulder in seconds!
Blackmagic URSA Mini

Blackmagic URSA Mini Pro

Blackmagic URSA Mini Pro
$5,995

Blackmagic URSA Mini Pro PL Mount
$245

Blackmagic URSA Mini Pro B4 Mount
$385

Blackmagic URSA Mini Pro EF Mount
$175

Blackmagic URSA Mini Pro Shim Kit
$79
Now you can immediately sell content at live events the moment they finish! The Blackmagic Duplicator 4K allows you to deliver Ultra HD content to consumers using the latest technology H.265 files recorded onto inexpensive SD cards. You get realtime H.265 encoding and multi rate 12G-SDI connections for recording all SD, HD and Ultra HD formats up to 2160p60, along with 25 built in SD card recorders. That means you can shoot, record, merchandise and deliver content that customers can actually view on their 4K televisions and Windows 10 computers today!

SD Card Support
Class 10 minimum, will support UHS-I and UHS-II cards.

Connections

**SDI Video Input**
1

**SDI Video Output**
1 x loop out.

**SDI Rates**
270Mb, 1.5G, 3G, 6G, 12G.

**SDI Audio Input**
16 channels embedded.

**SDI Audio Output**
16 channels embedded.

**Optical SDI**
Supports optional SMPTE optical module.

**Optical Output**
1 x 10 bit SD/HD/UHD auto switching.

**SD Card Interface**
25 x SD Card Slots

**Device Control**
Sony™ compatible RS422 deck control port x 2. 1 x in plus 1 x out.

**Computer Interface**
1 x USB 2.0 Mini-port for software updates and Blackmagic Duplicator software control.

**Ethernet**
Ethernet supports 10/100/1000 BaseT.
Standards

**SD Video Standard**
525i59.94 NTSC, 625i50 PAL

**HD Video Standard**
720p50, 720p59.94, 720p60
1080p23.98, 1080p24, 1080p25, 1080p29.97, 1080p30, 1080p50, 1080p59.94, 1080p60,
1080PsF23.98, 1080PsF24, 1080PsF29.97, 1080PsF25
1080i50, 1080i59.94, 1080i60

**Ultra HD Format Support**

**SDI Compliance**
SMPTE 259M, 292M, 296M, 425M

**SDI Metadata Support**
HD RP188 and closed captioning.

**Audio Sampling**
Television standard sample rate of 48 kHz and 24 bit uncompressed.

**Video Sampling**
4:2:2

Supported Codecs
H.265@ 4:2:0 with AAC audio

Media

**Media**
25 x UHS-I for SD, HD and Ultra HD recording.

**Media Type**
Class 10 minimum. SDXC UHS-I and SDHC UHS-I SD cards. Also supports UHS-II SD cards.

**Media Format**
Can format cards to ExFAT file system.
### Control

**Built in Control Panel**
- 6 buttons for transport and menu control.
- Includes record, append record, stop, menu, remote and control panel lock buttons. 2.2 inch color display.

**External Control**
- RS-422 deck control, SDI start/stop, timecode run. Includes Blackmagic HyperDeck SDK and Ethernet HyperDeck Control Protocol.

### Software

**Software Included**
- Blackmagic Duplicator

**Internal Software Upgrade**
- Firmware built into software driver.
- Loaded at system start, or via updater software.

### Display

1x built in high res LCD 320 x 240 for menu settings, status, format, audio level and total number of SD cards.

### Physical Installation

1 rack unit size. Less than 7 inches deep.

### Operating Systems

- **Mac OS X 10.11 El Capitan,** macOS 10.12 Sierra or later.
- **Windows 8.1 64-bit or Windows 10 64-bit.**

### Power Requirements

**Power Supply**
- 1 x Internal 110 - 240V AC.

### Physical Specifications

![Physical Specifications Image]
Environmental Specifications

<table>
<thead>
<tr>
<th>Operating Temperature</th>
<th>Storage Temperature</th>
<th>Relative Humidity</th>
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</thead>
<tbody>
<tr>
<td>5 to 50°C Environment</td>
<td>-20° to 45°C (-4° to 113°F)</td>
<td>0% to 90% non-condensing</td>
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What's Included

Blackmagic Duplicator 4K
SD card with software and manual.

Warranty

12 Month Limited Manufacturer’s Warranty.

All items on this website are copyright Blackmagic Design Pty. Ltd. 2017, all rights reserved. All trademarks are property of their respective owners. MSRP excludes sales taxes/duties and shipping costs.

Blackmagic Design Authorized Reseller
J.D. Kiggins
P.O. BOX 82394
PORTLAND, OR 97202
(503) 236-2178

2006 - Present  Instructor, Mt. Hood Community College  Gresham, Oregon
Instructor for a career technical degree program in Broadcasting within the Integrated Media Department at Mt. Hood Community College. Teach classes in sound production and professional broadcasting practices. Lead instructor for Mt. Hood’s innovative Integrated Media Shared Core classes that merge the disciplines of Design, Photography, Video and Broadcasting. Serve as the faculty advisor for 89.1HD2 a college rock format, college radio station broadcasting on-campus, on the internet and on the college’s HD2 digital service channel.

2004 - 2006  Instructor, Mt. Hood Community College  Gresham, Oregon
Part-time Instructor teaching classes to both first and second year Radio Broadcast students in basic, intermediate and advanced digital audio production using Digidesign Pro Tools software. Taught second year Television Production students Closed Circuit Systems Engineering and Live Television Directing

1999 - 2006  Audio Engineer/Editor, Blue Dog Recording  Portland, Oregon
Partner at Blue Dog Recording in Portland, Oregon. Record, edit and mix national radio advertising campaigns. Specialize in sound for broadcast and picture editing and mixing. Work with local recording artists on long form music projects. Assist with the maintenance, design and installation of the Pro Tools DAW and Final Cut Pro edit suites. Emphasis on designing and supervising post production workflow for long form film and video programs. Other projects involve DVD authoring, sound for multimedia, web site design and deployment. Work alongside clients helping them create, develop and execute images for effective communication. Clients: Nike, Adidas, Weiden + Kennedy.

1997 - 1999  Coordinator, Mt. Hood Community College  Gresham, Oregon
Full-time Instructor/Coordinator for Community Television Certificate Degree Program. Developed curriculum in critical viewing, screen writing, advanced editing techniques using tape based (CMX style) computer assisted editing, as well as non-linear systems. Instruction covered all areas of television production: Critical viewing, script development, screen writing and production management, video systems engineering, advanced linear and nonlinear editing and live broadcast directing, producing and assistant directing.

1992 - 1997  Freelance Production Crew  Portland, Oregon
Worked on broadcast and commercial productions in multiple departments. Positions included Camera Operation, Cinematographer, Rigging Crew, Set Electric, Sound Recordist and Boom Operator.

1994 - 1996  Part Time Instructor, Mt. Hood Community College  Gresham, Oregon
Instructed students in post-production tools and techniques for the Television Production and Community Television programs.

1993 - 1996  Filmmaker, The Longest Day of the Century
Produced, directed, photographed and edited independent feature film “The Longest Day of the Century”, which screened at international and domestic film markets and festivals. Produced marketing and publicity materials for the film.

Community Service
2004 - Present  Board of Directors, The Oregon Maritime Museum  Portland, Oregon
2004 - Present  Board of Directors, Metro Child Care Resource and Referral  Gresham, Oregon

1992  Bachelor of Arts, Media and Theatre Arts, Montana State University, Bozeman, Montana
To Whom It May Concern:

September 30, 2017

Dr. Debra Derr, President
Al Sigala, Executive Director, Development and District Communications Division
Mt. Hood Community College
26000 Stark Street
Gresham, OR 97030

Dear Dr. Derr and Mr. Sigala,

We are excited and wholeheartedly support the initiative by MHCC to serve the East Multnomah county area by providing access for your students to stream live and pre-recorded programming and content through the MetroEast community access channel. Your faculty have met with our IT and BroadCast Engineering staff to discuss both the content and technical aspects of this project. Through these conversations and interactions with MHCC IT network staff, we have arrived at a very efficient and workable plan to connect the Mt. Hood campus to the MetroEast cable system. We believe this provides a wonderful opportunity for your students to gain career experience and be fully prepared for jobs involving video production and broadcast journalism.

It is our understanding that MHCC will provide video streaming connection points for either live or pre-recorded content as well as presentation integration into the MetroEast cable system and the internet. Your plan to connect with us using both the studio facilities and a mobile production lab represents a cost-efficient means to provide the experiences students need, as well as providing high-quality content that meets the standards set for MetroEast’s broadcasting. MetroEast requires the involved students, faculty and staff attend one of our free Orientation sessions so as to assure everyone understands and adheres to the same standards, practices and policies that apply to our community producers. We are happy to provide that Orientation on site at MHCC each quarter. Additionally, our engineers and producers will work with your faculty and students to ensure both the quality and access needed for the project.

The Mt. Hood Cable Regulatory Commission’s grant funding for community technology you are requesting, leveraged with your existing institutional funding for personnel and facilities, will provide a much needed upgrade to the communications infrastructure of our service area by connecting to students, most of whom come from underserved populations in the East County area. As the
demographics of this part of the county continue to change with an increasing number of families living in poverty and facing housing and food insecurities, MHCC provides the perfect partnership with MetroEast. We are eager to collaborate with the college IT and Integrated Media departments to implement this project and better serve East Multnomah County.

Historically, MHCC and MetroEast Community Media have had a strong mission-based alignment providing the community with educational and informational content. We look forward to working with you to provide access to the college and to support community engagement through student-produced programming and enhanced communications capacity.

Sincerely,

[Signature]

Martin C. Jones
C.E.O.
MetroEast Community Media
(503) 667-8848 x222
martin@metroeast.org

#1 CONTROL THE MEDIA
664 (/products/mixers-with-integrated-recorders/664)

"It really blew my mind that I could do so much routing, and I/O and level changing on such a compact piece of equipment. I was able to feed a control room, stage PA and the green room, all with one 664!"

— Daniel S. McCoy, CAS. Tone Mesa, Mixer, Ellen's Design Challenge

12-Input 664 Field Production Mixer With 16-Track Recorder
The 664 was the first of the popular 6-Series mixer/recorders to be released. It has 12 analog inputs, four output buses, and records these 16 tracks to both CF and SD cards. This unprecedented amount of I/O connectivity and recording capability makes the 664 perfect for a wide range of production applications.

12 Inputs

The 664 has six ultra-low noise, high-dynamic-range mic/line inputs. These transformer-less preamps offer analog peak limiters, high-pass filters, input trim controls, and direct outputs. Input connectors 1 and 6 can be selected to accept AES42 or AES3 digital signals. Six line-level inputs, 7 through 12, are available by reassigning direct outputs as inputs from the Input Setup Menu. With an attached CL-6 Controller (/cl6), inputs 7-12 have dedicated fader control.
Output Flexibility

In complex, multi-camera productions, output flexibility is essential. The 664 offers three sets of balanced left/right outputs. Two additional output buses, X1 and X2, appear on balanced TA3 connectors. XLR and multi-pin outputs are selectable to AES3 digital.

664 User Spotlight: George Flores, CAS

"The 664 is a killer piece of equipment, with enough inputs/tracks to really do a well-rounded job. Its overall design, combined with its stellar performance, makes the Sound Devices 664 the logical choice for It's Always Sunny in Philadelphia."

Read More → (http://www.sounddevices.com/in-action/george-flores)
Recording Capability

The 664 can record all inputs and output buses, for 16 record tracks. Recordings are saved to CompactFlash and SD cards as either 16- or 24-bit Broadcast WAV files. Scene, take, track, notes, and time code metadata are recorded with the file. All popular production sampling rates are supported. MP3 recording is available for transcription applications.
Ease-of-Use

Clear, fast, easy to navigate controls and interface. Important controls are on dedicated knobs and switches, while additional features are quickly accessed through the intuitive LCD-based menu control.

Integrated Timecode

With the mixer’s built-in, rock-steady Ambient timecode generator, multiple devices can operate in synchronization. The 664 operates as either a timecode master clock or its clock can be jammed from external timecode. A helpful timecode compare utility shows the difference between internal and external timecode.
6-Series Gets a Wingman

Wingman, a wireless remote control option for the 6-Series mixer/recorder line, is a free application that, when paired with the required WM-Connect (/products/accessories/electronic-accessories/wm-connect) Bluetooth® Smart USB accessory, enables clear views of metering and timecode display on the larger screens of iOS smartphones and tablets. With Wingman, Sound Mixers can:

- View meters, timecode, and frame rate
- Start and stop recordings
- Arm, disarm, and name tracks
- Edit a take's metadata
- Circle takes and set False takes
- Manage, create, and email sound reports

Click Here (/products/mixers-with-integrated-recorders/688/6-series-wingman) to learn more about Wingman.
To Whom It May Concern:

September 30, 2017

Dr. Debra Derr, President
Al Sigala, Executive Director, Development and District Communications Division
Mt. Hood Community College
26000 Stark Street
Gresham, OR 97030

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Historically, MHCC and MetroEast Community Media have had a strong mission-based alignment providing the community with educational and informational content. We look forward to working with you to provide access to the college and to support community engagement through student-produced programming and enhanced communications capacity.

Sincerely,

[Signature]

Martin C. Jones
C.E.O.
MetroEast Community Media
(503) 667-8848 x222
martin@metroeast.org
October 5, 2017

Rebecca Gibbons
Community Technology Grant Program Manager
Mount Hood Cable Regulatory Commission
111 SW Columbia St., Suite 600
Portland, OR 97201

Dear Ms. Gibbons,

Mt. Hood Community College (MHCC) is pleased to submit a proposal under the MHCRC Community Technology grant opportunity. As you are aware the college was very active in the 80s and 90s in providing community supported radio and community access television services to the East Multnomah County area. This effort included community-supported radio station KMHD and The Advocate student newspaper and website which has provided an independent student voice for over 30 years within MHCC and the surrounding community.

MHCC serves a very diverse population of East Multnomah County. Demographic changes show an ever-increasing level of poverty as well as food and housing insecurities. These challenges are very evident in our student population. Over 70% of our students receive financial aid to attend college.

The proposed project will not only provide a mechanism for sharing more information about the resources of the college to the surrounding community but will provide increased career opportunities in media for students.

Mt. Hood Community College brings these resources, experience and more to the MHCRC Community Technology project. The funding will provide tremendous leverage for college resources to provide high-quality live and recorded video productions.

We appreciate the opportunity to apply for the community technology grant funding. MHCC will provide content of the highest quality overseen by our Integrated Media Department with the same integrity as KMHD radio, the Advocate and other journalistic offerings.

Sincerely,

[Signature]
Al Sigala
Executive Director
Mt. Hood Community College
Mt. Hood Community College Board of Education

Susie Jones-Board Chair. Serves on the writing team of National Coalition for Core Arts Standards (NCCAS), writing the next generation of national standards for the arts. She taught for 9 years in the North Clackamas School District and 8 years in the David Douglas School District.

James Zordich-Vice Chair. Curator (Emeritus) at the Los Angeles County Museum of Natural History, with a specialty in Technological History.

Teena Klaw-Ainslie- Long Term Care Advisor for the State of Oregon.

George ‘Sonny’ Yellott - Oregon Citizens Lobby and contributor to Capitol Watch.

Kenney Polson- Dean of Students for Portland Public Schools

Tamie Tlustos-Arnold- Vice President of West Columbia Gorge Chamber of Commerce. Currently in Healthcare and is small business owner. Ms. Arnold was elected to the MHCCD Board of Education in 2015 to a four-year term. She started her educational journey as a student at MHCC where she obtained her Associate’s degree and served as the President of the Associated Student Government. After MHCC, she transferred to Walla Walla College School of nursing where she obtained a bachelor’s degree in nursing. She is currently pursuing her master’s Degree in healthcare administration at OHSU. Tamie is a practicing RN for a local healthcare organization and is a small business owner. She is an active community leader and serves as a city councilor for Fairview and the Vice President of the West Columbia Gorge Chamber of Commerce.
E-mail: tamie.arnold@mhcc.edu

Michael Calcagno- Runs a small business offering video production services and serves on the Powell-Division Transit Steering committee and Gresham’s Community Development and Housing committee. Volunteers through Family of Friends as a youth mentor.

Tamie Arnold AT-LARGE, 2015-2019
Tamie Tlustos-Arnold – VP of West Columbia Gorge Chamber of Commerce. Currently in Healthcare and is small business owner. Tam was elected to the MHCCD Board of Education in 2015 to a four-year term. She started her educational journey as a student at MHCC where she obtained her Associate’s degree and served as the President of the Associated Student Government. After MHCC, she transferred to Walla Walla College School of nursing where she obtained a bachelor’s degree in nursing. She is currently pursuing her master’s Degree in healthcare administration at OHSU. Tamie is a practicing RN for a local healthcare organization and is a small business owner. She is an active community leader and serves as a city councilor for Fairview and the Vice President of the West Columbia Gorge Chamber of Commerce.
E-mail: tamie.arnold@mhcc.edu

Michael Calcagno AT-LARGE, 2015-2019
Michael Calcagno is an active member of the community and is dedicated to improving the lives of people in need. He serves on the Board of Education at Mt. Hood Community College,
Powell-Division Transit Steering committee and Gresham's Community Development and Housing committee. Michael is also a proud volunteer with Family of Friends as a youth mentor. He earned a bachelor's degree in journalism from the University of Oregon after which he worked as a broadcast news reporter in Boise, Idaho and Portland, Ore. Michael now runs a small business offering video production services. He lives in Gresham with his wife Kathryn, an elementary school teacher in the David Douglas district.
E-mail: m@calcagnomedia.com

Susie Jones - Board Chair  ZONE 1, 2013-2017
Susie Jones was elected to the MHCCD Board of Education in 2013 to a four-year term. She received both her BME and MM from University of Portland. She was an instructor of music at MHCC for 12 years, and prior to her appointments at MHCC, she taught for 9 years in the North Clackamas School District and 8 years in the David Douglas School District. She has served numerous years as president of the Mt. Hood Jazz Festival, producing that event in 2008, 2009 and 2013. She also serves on the writing team of NCCAS (National Coalition for Core Arts Standards), writing the next generation of national standards for the arts.
Susie Jones may be reached by e-mail at susie.jones52@frontier.com.

James Zordich - Vice Chair  ZONE 2, 2013-2017
James Zordich was elected to a four-year term of the MHCC Board of Education representing Zone 2 in 2013. Mr. Zordich holds a Bachelor of Arts Degree in Industrial Education from California State University at Los Angeles. He is a Curator (Emeritus) at the Los Angeles County Museum of Natural History, with a specialty in Technological History. He was also a president of the Horseless Carriage Club of America, and a member of the Southern California Historical Society Board of Directors. Jim is the liaison to the MHCC Foundation.
James Zordich may be reached at e-mail at jim.zordich@mhcc.edu.

Teena Ainslie ZONE 3, 2015-2019
Teena Klawa-Ainslie was elected to the MHCCD Board of Education in 2015 to a four-year term. She now serves on the Long Term Care Advisory for the State of Oregon. She retired from the David Douglas School District after working as staff advisor to the Exploring Division unit for 14 years. She has studied at several colleges and universities in Oregon, including Mt. Hood, and earned her certification in Career and Vocations from the University of Oregon.
E-mail: teena@viewkey.com

George ‘Sonny’ Yellott   Zone 4, 2013-2017
George ‘Sonny’ Yellott was elected to the MHCCD Board in 2013 to a four-year term. Mr. Yellott holds two Associate of Applied Science Degrees in Hotel Administration and Paralegal Science. He is a member of the Republican Central Committee and is a Precinct Committee Person and a House District Captain, HD 48. He is a member of the Oregon Citizens Lobby and an occasional contributor to Capitol Watch.
George ‘Sonny’ Yellott may be reached by e-mail at yellott@comcast.net.

Kenney Polson
ZONE 5, 2015 – 2019
Kenney Polson
Kenney Polson was elected to the MHCCD Board of Education in 2015 to a four-year term. He works for Portland Public Schools as the dean of students. His background in music education includes stops at Marylhurst University, Merced College, the International School of Beijing,
Howard University, and the American School of Rio de Janeiro. He has an Associate of Arts degree from Fresno City College, a master’s degree in jazz composition from Howard University and a master’s degree in education administration from Lewis & Clark College.
E-mail: kenneypolson@hotmail.com
<table>
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<tr>
<th>Milestones ↓</th>
<th>Quarters for 2 years and beyond</th>
<th>Q1</th>
<th>Q2</th>
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EXAMPLE OF INTERIM REPORT INFORMATION

OUTCOMES ACTIVITIES AND PROGRESS
Describe project activities that focus on the intended outcomes and/or progress made toward the outcomes. Provide both quantitative and qualitative details as they relate to an activity.

LEARNINGS AND EVALUATION
Summarize the key evaluation steps completed or underway. What are the primary lessons learned thus far about the project? Have you had any course corrections or adjustments to your project based on learnings thus far? How might these learnings impact project implementation in the next Reporting Period?

IMPLEMENTATION SUCCESSES AND CHALLENGES
By using the project’s original implementation plan/timeline (included in Attachment 2 to the Grant Agreement, The Implementation Plan), provide a mark-up of the plan indicating the status of your project in relation to the original plan/timeline by adding a “status” column to your activities list.

Describe any anticipated and unanticipated successes and challenges.

EXPENDITURE DETAIL
Provide a line item accounting, in context of the original grant budget, of the expenditures incurred during the Reporting Period; including both Grant fund and Matching fund expenditures.

Provide a clear narrative of the expenditures incurred for each line item identified above.

Provide a clear explanation of any expenditure that substantially differs from the original Grant budget.

WORK SAMPLES
Periodically, the MHCRC will use photos and videos (with permission) on our website to highlight the work of the organizations we support. Please send us photos or videos that illustrate the impact of the grant project in the community. (By sharing photos or videos, you acknowledge that any and all material you are providing has been obtained with appropriate signed media releases and may be shared with the MHCRC’s stakeholders and broader audiences.)
EXAMPLE OF FINAL REPORT INFORMATION

RESULTS
Describe the significant project activities that took place throughout the life of your project and how these activities contributed to the realization of the original project purpose and outcomes. (As applicable, please quantify your results as they related to your original project outcomes, i.e. numbers of people served, the demographics of those served, the number and type of content created, the number/type of classes/programs offered, etc.)

Outline your evaluation process, including evaluation tools and methods. Detail the results of your evaluation.

Do you have a testimonial story to tell that captures the essence of the project’s impact? (Where anonymity is required, please use pseudonyms.)

REFLECTIONS
What did you learn about the problem or issue you were trying to address?
What did you learn about the population served?
What factors contributed to your success?
What, if any, were the significant challenges encountered? How did you address both anticipated and unanticipated challenges in the course of the project?

EXPENDITURE DETAIL
Provide a line item accounting, in context of the original grant budget, of the expenditures incurred during the Project term; including both Grant fund and Matching fund expenditures.

Provide a clear narrative of the expenditures incurred for each line item identified in Step 1.

Provide a clear explanation of any expenditure that substantially differs from the original Grant budget.

SUSTAINABILITY
Will the project/program continue beyond the term of this Grant? If so, what are your next steps and plans for continuing or changing the project/program?

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