

# League of Oregon Cities Foundation

1201 Court St. NE, Suite 200 • Salem, Oregon 97301 • (503) 588-6550 • (800) 452-0338 • Fax: (503) 399-4863  
www.orcities.org



September 2017

Dear Mayor:

On behalf of the League of Oregon Cities Foundation, I am writing to your city to invite you to follow the lead of the many cities in Oregon who have contributed to the LOC Foundation over the past several years. Your support of the Foundation funds efforts such as conference and training scholarships that help the League to be the "go-to place for and about cities as a dynamic resource hub for advocacy, education and best practices."

Having the opportunity for the largest and smallest cities to participate allows us all to speak with one voice. We are asking that you consider a donation in order to provide information and education to city officials across the state of Oregon. Our suggestion is that you consider a donation in an amount equal to **five cents per capita**, or any other amount your city can afford.

Your contribution should be written to the League of Oregon Cities Foundation and can be designated for our immediate scholarship use or to the Phillip W. Houk Scholarship fund which will be invested with the Oregon Community Foundation Trust, wherein the interest will be used for scholarships for attending the Oregon Mayors Association, the League of Oregon Cities Conference and/or the League training workshops.

Based on current funds available, the LOC Foundation Board has budgeted the following for FY 2017-18:

- \$1,200 – Scholarships for attending the Oregon Mayors Association Conference
- \$3,000 – Scholarships for attending the League of Oregon Cities Conference
- \$1,500 – Scholarships for League training workshop attendance

When making your donation to the LOC Foundation or the Phillip W. Houk Scholarship fund, please send your check to LOC Foundation, 1201 Court St. NE #200, Salem, OR 97301. The Foundation accepts tax-free donations from private parties as well if you would like to contribute individually.

Thank you for your consideration.

Sincerely,

Phillip W. Houk, President  
LOC Foundation Board