

A Proposal for:

**A Needs Assessment for
a Senior Housing Project and
Cultural Community Center
In Portland's Chinatown**

Prepared by:

1998 Planning Workshop Group:

Leah Halstead

Wendy Kirkpatrick

Amanda McCloskey

Nicholas Starin

Master of Urban and Regional Planning

Portland State University

Professors Deborah Howe and Connie Ozawa

For:

The Chinatown Senior Housing Committee

Suenn Ho

Betty Jean Lee

Louis Lee

Jimmie Luey

Norman Locke

Garry Papers

John Southgate

Will Wright

December 10, 1998

The Portland State University Master of Urban and Regional Planning Program and the Planning Workshop :

The Master of Urban and Regional Planning program at Portland State University provides practicing and aspiring planners with knowledge of history, practice, methodology and a consideration of ethical responsibility surrounding the planning profession. The Planning Workshop is the culmination of the Masters Program and it allows students the opportunity to put their knowledge and skills into practice.

Contact Numbers

PSU Graduate Students

	<i>Phone (work)</i>	<i>Fax</i>	<i>E-mail</i>	<i>Phone (home)</i>
Leah Halstead			psu21229@odin.cc.pdx.edu	233-3841
Wendy Kirkpatrick			psu19208@odin.cc.pdx.edu	774-3734
Amanda McCloskey	335-9884	335-9862	psu13704@odin.cc.pdx.edu	234-8438
			Send attached files to cdn@teleport.com	
Nicholas Starin	823-5447		psu18006@odin.cc.pdx.edu	777-8562

Chinatown Senior Housing Committee

	<i>Phone (work)</i>	<i>Fax</i>	<i>E-mail</i>	<i>Phone (home)</i>
Suenn Ho	231-8120	231-8140	suennh@aaa.uoregon.edu	
Betty Jean Lee	224-4082	224-0220	Betty@chinsimport.com	
Louis Lee	227-2621	227-5022		
Jimmie Luey	684-3622	684-5999		246-6722
Norman Locke	223-6278	223-5750		774-7109
Garry Papers				
John Southgate	823-3257	823-3368		777-7978
Will Wright	335-3300	335-7152	wswright@teleport.com	

Table of Contents

I. Project Overview	page 2
II. Context	
Brief History of Chinatown	page 3
Current Context	page 3
III. Problem Statement	page 6
IV. Chinatown Client	
Project Client: The Chinatown Senior Housing Committee	page 7
Overview of Committee's Goals and Overall Project	page 8
V. Workshop Project Scope of Work	
Workshop's Contribution to Committee's Overall Project	page 9
Workshop Project Components and Tasks	page 10
Figure 1: Project Timeline	page 11
VI. Preliminary Budget	page 12
VII. Responsibilities	
Client Responsibilities	page 13
Workshop Group Responsibilities	page 13
VIII. Workshop Group Profiles	
Workshop Group Personal Interests	page 14
Workshop Group Educational and Professional Qualifications	page 16
IX. Appendix	
Appendix A: Workshop Group Members Contract	page 17
Appendix B: Workshop Group Task Outline & Assignments	page 18
Appendix B: Map of Chinatown	page 21

I. Project Overview

Once a vital ethnic enclave, Portland's Chinatown has experienced a dispersal of residents and economic decline throughout the second half of this century. In the 1990 census, only five residents of Chinese descent were reported as residing in Chinatown. Despite this lack of Chinese residents, Chinatown has retained a number of cultural assets, including businesses, social organizations and associations. It remains the symbolic, if not the residential or economic center of Portland's Chinese community.

In the past decade, neighboring parts of the Central City, such as the Pearl District, have begun to see increasing housing and retail development. However, Chinatown continues to lag behind in its efforts to attract investment and a strong residential base, despite long-term planning and redevelopment efforts. As the construction of new housing and commercial space near and within Chinatown continues to accelerate, there is no guarantee that Chinatown's unique cultural heritage will be preserved in the face of increased development pressure.

Members of Portland's Chinese-American community have recently formed a committee dedicated to capitalizing on the development momentum in surrounding neighborhoods and public interest in Chinatown, such as the soon-to-commence construction of the Classical Chinese Garden. The committee desires to bring residents of Asian ancestry back to Portland's Chinatown in the hope that this will not only economically re-vitalize the area, but also help to re-establish a sense of cultural community in both Chinatown and the metropolitan area. A two-part scheme is envisioned, comprised of a senior residential housing project with ground floor retail, and a cultural/community center with senior assisted living units. The housing is aimed at meeting the needs of Chinese-American elders, as well as providing a residential base in Chinatown. The cultural community center is envisioned as meeting the broader needs of the neighborhood and metropolitan area by providing a place for a variety of cultural and community activities including meeting space, kitchen facilities, classrooms, performance areas, artistic expression, etc. The Center as well as other revitalization efforts in Chinatown will also serve as mechanisms for cultural awareness for people throughout the region.

The planning workshop's contribution to the committee's work will be the preparation of a needs assessment of the Chinese-American community in the Portland metropolitan region. Specifically, the workshop group will address the feasibility and appropriateness of the senior housing and cultural community center developments in the context of the Portland region's Chinese-American community by identifying stakeholders and needs through surveys, interviews, literature reviews, quantitative data collection, and critical analysis.

This proposal outlines the context in which this project is being proposed and its significance to the region. It also further outlines the broad and specific goals of the committee interested in Chinatown's revitalization. Lastly, the proposal will outline the contributions the workshop group will have to the overall project and the scope of work for Winter quarter, which ends March 19, 1999.

II. Context

Brief History of Chinatown

Portland's Chinatown is the second oldest Chinatown in the United States. It is located in Northwest Portland within the Old Town planning area, and covers a 10-block area bounded by Burnside Street on the south, Fifth Avenue on the west, Glisan Street on the north and Third Avenue on the east. (See map in appendix.) In 1989, Chinatown was listed in the National Historic register as a Historic District, due to it's national significance as:

...the largest and most intact Chinatown in Oregon. It is locally significant as the largest remaining and most viable example of the Chinese ethnic community in Portland. ...It is an excellent example of an immigrant working-class and merchant community that developed in cities throughout America in the late 19th and early 20th centuries. Historically, the Chinese community settled in two distinct areas in Portland, with Burnside dividing "Old Chinatown" from "New Chinatown" [today's Chinatown]. (*National Register of Historic Places Registration Form, Chinatown Historic District*)

Old Chinatown was the major Chinese immigration center in the state and flourished during the late 19th century. During this time, it served as a cultural "incubator," providing a place for Chinese businesses and employment. By the late 1920s, second and third generation Chinese had the financial means and ability to move into other Portland neighborhoods and suburbs, and were no longer limited to living within the confines of Chinatown. By the late 1940s, the dispersion and assimilation of Portland's Chinese population accelerated and Portland's "Old" and "New Chinatowns" began to disappear. By the 1960s, "only one Chinese restaurant and business remained in 'Old Chinatown' south of Burnside. 'New Chinatown' survived with a number of Chinese restaurants and association halls but lacked the vitality it once had when Chinatown existed as a cohesive community." (*National Register of Historic Places Registration Form, Chinatown Historic District*)

In the 1970s, renewed interest in "New Chinatown" stimulated a revitalization effort. Several Chinese businesses expanded and opened, and in 1979, the Chinese Consolidated Benevolent Association restored their historic headquarters in Chinatown. In 1984, Portland City Council adopted the Chinatown Development Committee's plan for the revitalization of Chinatown. Much of the plan was implemented soon thereafter, resulting in bi-lingual street signs, ornamental street lights and banners, and, in 1986, a Chinese Gateway at Fourth and Burnside.

Current Context

Despite these investments, revitalization of Chinatown did not occur at the pace or magnitude desired. Several reasons for this have been cited. First, many older Chinese property owners have been reluctant to invest in property improvements because it would require taking out loans and according to conservative attitudes of the older Chinese "borrowing is losing face." Second, many properties are owned by several different family members and this makes negotiations about what to do with the property

difficult. Third, there are many absentee landlords in the area. According to the 1997 *Vision for Old Town/Chinatown*, the 1990s have been “marked by conflict and mistrust among the various elements of the Old Town/Chinatown neighborhood – the business community, the social service providers, the Chinese community and the retail and night life businesses.” Some Portland residents describe the neighborhood as “shabby and run-down,” while development in the adjoining Pearl District is booming, with rapidly rising property values and an increase in the number of residential units. Pearl District condominiums such as the McKenzie Lofts, located 10 blocks or so away from Chinatown, sold for \$120,750 to \$481,000 in 1997. (Data from March 6, 1997 Price List, provided by Debbie Thomas, Inc.) Similar real estate developments are spilling over into the formerly depressed Oldtown neighborhood, as witnessed by the recent conversion of the Flanders Street Lofts. Units in one of the most recent developments, the North Park Lofts, located on the North Park Blocks a few blocks from Chinatown, are selling for \$134,000 to \$415,000 (data is from the May 1998 price list from live-urban.com).

New development is occurring in the Oldtown/Chinatown neighborhood as well. According to John Southgate at the Portland Development Commission (PDC), there are three new housing projects planned for the neighborhood, in addition to the 100,000 square-foot Port of Portland headquarters and the Classical Chinese Garden. The first of the three new housing projects is Fifth Ave Court, a 96-unit rental development located on Davis between 5th and 6th. Half of the units will be market rate, and the other half will be affordable to tenants with incomes at or below 60% MFI. The second project is the Empire Building, a 70-unit “affordable” rental development located at 5th and Everett. The third project is the McDonald Center, a 54-unit assisted living rental development for very low-income seniors.

The Classical Chinese Garden is one of the first authentic, urban classical Chinese gardens in the United States. The City sees the garden as a symbol of the city’s growing internationalization. To show their support for the project, the City of Portland has contributed more than \$3 million dollars, including \$2.9 million in tax-increment financing.

PDC also is providing support for the revitalization of Chinatown in the form of \$1 million for affordable housing in the area, staff time served on preliminary planning committees, and \$100,000 for a revised development plan. At an October 1998 preliminary planning committee meeting, members said, “...the time is now. We have a window of five years, at the most, before the Pearl District development boom envelops Chinatown.”

While development in and around Chinatown is booming, there are also negative perceptions and “unfavorable” uses in the neighborhood. Old Town/Chinatown has a number of nearby social service programs, including treatment, residential and case management programs. For many it is not viewed as a safe place, but instead a place with crime and a large number of homeless people. According to a 1996 report entitled *Voices in A Community: Capacity Building in the Oldtown/Chinatown Neighborhood*,

the Old Town/Chinatown neighborhood, historically, has been identified as the skid row section of the city....The negative perceptions are partially based on a

history of criminal activity...In the early 1980s, Old Town/Chinatown was reported to have between 2600 and 3200 crimes per thousand residents [approximately 10 times higher than the citywide average of 300 crimes/thousand residents at that time]. However, in the late 1980s...crime rates began to decline significantly."

The trends of the last 50 years have resulted in the dispersal of the Asian Community in Portland. Most recent evidence of this is the decision by Uwajimaya, the anchor grocery store of Seattle's International District, to locate in Beaverton rather than Portland's Chinatown. Additionally, while Chinatown has a handful of Chinese owned and operated businesses, it has very few residents of Asian ancestry. Chinatown is becoming more an icon of the past than a cultural community with support systems, businesses, social networks and active resident involvement.

III. Problem Statement

Problem Statement

Visitors comment on the marked difference between Portland's depressed Chinatown and Chinatowns in other US cities, such as San Francisco's bustling Chinatown, and Seattle's revitalizing International District. Both of these latter neighborhoods have anchor developments (On Loc in San Francisco and the Village Square in Seattle) that provide homes for Asian seniors and a strong residential component for those neighborhoods. In a recent meeting, Portland Chinese community leader Jimmie Luey observed, "Portland is home to nearly 90,000 people of Asian ancestry, yet it is the only major city without a facility of this type (i.e. senior housing targeted at the Asian community)."

With the new residential developments in the Pearl District, River District and Old Town, Chinatown is struggling to keep its cultural identity. Great efforts have gone into the development of a Classical Chinese Garden to reinvigorate the community, but without a critical mass of Asian residents the day-to-day activity and support found in many Asian communities in other major cities are not present in Portland. As mentioned earlier, the US Census reported only five people of Chinese ancestry living in Chinatown, but Chinese immigrants were the fifth largest immigrant population in Oregon between 1991 and 1996. Members of the Chinese-American community have identified a lack of services and centralized support system for older and newly arriving Chinese who may be limited- or non-English speakers.

The increased speed of development in the surrounding areas also creates a sense of urgency to revitalize Chinatown while there is still developable land. Given this context, the first questions raised are: "Where are Chinese and Chinese-Americans (seniors or younger folks) living now?" and "Who currently lives in Chinatown?" Also, in contrast to the positive development nearby, perceived negative factors may undermine efforts to bring people back into the neighborhood. So, the second set of questions are: "Will Chinese- or Chinese-Americans (seniors or other) be willing or want to move back to Chinatown?" and, "If not, who will (i.e. other Asian community members)?" A third set of questions focuses beyond the borders of Chinatown: "What needs does the Chinese-American community have that might be met by the proposed development of an Asian senior housing and cultural community center? Are these needs being met other places?" A related question, which is beyond the scope of this project, is to look at the needs of the Asian-American community in the region.

A corollary set of questions will be to identify assets, to focus not only on problems and needs, but to be cognizant of what is already working well in Portland's Chinese-American community.

IV. Chinatown Client

Project Client: The Committee

For the last year, a group of citizens interested in the future of Chinatown— Suenn Ho, Betty Jean Lee, Louis Lee, Jimmie Luey, Norman Locke, Garry Papers, Will Wright and John Southgate--have been working together to discuss the fate of Chinatown and how they can capitalize on the renewed interest in the area and use it as a catalyst for bringing people of Asian ancestry back to the neighborhood. The members of this informal committee, called the Chinatown Senior Housing Committee, include two University of Oregon architecture professors, Chinatown business leaders, a local architect and staff from the Portland Development Commission. Many of these members were involved in previous planning efforts in Chinatown, such as *The Chinatown Development Plan*, *Old Town/Chinatown Vision Plan*, and the current effort by Portland Development Commission and the firm Shiels Oblatz Johnsen to develop an Old Town/ Chinatown Development Plan. Currently, the group has been operating as an informal visioning and planning committee working on strategies to address the problems stated above. Their focus has been to create a new senior housing facility and cultural community center in Portland's historic Chinatown, with the additional goal of establishing a nonprofit organization to carry out the implementation of this plan.

Overview of Committee's Goals and Overall Project

The broad goal of the Chinatown Senior Housing Committee ("the Committee") is to re-establish a sense of an Asian cultural community in Chinatown and increased community among Chinese-Americans in the Portland metropolitan area. The immediate goal is "to provide a place where seniors can reside, in a context which is welcoming and which allows for multiple opportunities to meet, establish friendships, and celebrate Portland's rich Asian legacy." The Committee has developed an initial project overview outlining a development plan (see Appendix D.) The project includes the development of:

- Approximately 75 apartment units for seniors who are independent (i.e. non-assisted living).
- Approximately 50 senior assisted living units.
- An Asian cultural/community center, containing approximately 10,000 square feet, to include meeting rooms, cooking facilities, offices, a small theatre/performance space, and a gallery. This facility may accommodate such functions as traditional and contemporary cultural events, recreation and exercise, reading room, medical and other social services, language classes, etc. The cultural/community center is envisioned to serve all ages and be open to the entire community.
- Approximately 5,000 square feet of retail space, possibly including a Chinese bakery, noodle shop, a bank branch with services in Chinese, a small grocery, offices of Asian cultural groups, etc.

According to a project description provided by the Committee, the project aims at meeting the above stated goal by better meeting the needs of the Asian community, increasing the residential population of Asian residents in Chinatown and contributing to the revitalization efforts in Chinatown. The developments will be marketed toward the Asian community, but people of all races will be welcome.

The Committee acknowledges alternative development scenarios. The likely scenario (which may be more financially feasible) would be a multi-phase process. Under this scenario, the independent senior housing project with ground-floor retail would be completed in the first phase. The second phase would entail the development of an assisted living facility and cultural/community center. An alternative scenario is that the entire project would be constructed in one phase. These development scenarios, as outlined by the Committee, were the basis for determining the Workshop Group's contribution to the overall project.

V. Workshop Project Scope of Work

Workshop Group's Contribution to the Client's Overall Project

The Committee is in the beginning stages of the development process. Efforts have been focused on securing a site in Chinatown for the development of at least the initial stage of the project. Though Committee members have received repeated requests for assistance from Chinese elders who are looking for housing, the extent of that need is not documented. Research is needed to gauge interest among those community members the project is aimed to serve, to attempt to determine the demand for both the senior housing and cultural/community center components. This research is crucial, as there was a similar perception of need for the Village Square in Seattle, and now that the project is built some of the housing sits empty and unused. When Committee members visited the Village Square after it had been open for several months, they found that the senior-housing units were not all rented, and the kitchen was "underutilized." (from a conversation with Louis Lee, December 2, 1998.)

Thus, the challenge for a workshop project is to find out if members of the Portland metro region's Chinese-American community would be willing to live in Chinatown, if they express a need for senior housing and/or a cultural/community center aimed at serving their community, and the extent of their desire to preserve this heritage and create opportunities for cultural community building. The final product will include a report of our findings, to be used as an assessment of the needs of the Chinese-American community in the Portland metropolitan region for senior housing and/or a cultural/community center. The final report will also include recommendations addressing the feasibility of the project (as outlined by the Committee) and whether the priorities stated in the Committee's project overview are appropriate based on need and interest.

While the broad goals of the Committee are to bring people of "Asian ancestry" back to Chinatown as permanent residents, the historical significance of the physical area is primarily among the Chinese and Chinese-American community. Thus, due to historical significance, the composition of the Committee (the members are Chinese-American and European-American), and the timeline for which the project will be completed, the Workshop Group will focus only on the needs and interests of the Chinese/Chinese-American community, rather than providing a needs assessment for the numerous ethnic groups represented in the "Asian community."

Workshop Project Components and Tasks

The following is a preliminary list of tasks needed to complete this needs analysis. For a detailed list of task assignments, please see the appendix.

1. **Research other cities' cultural districts and ethnically targeted/ marketed developments and issues regarding aging population** (i.e. housing or community centers) Oakland, Seattle, SF, New York, Calgary, Victoria, Philadelphia
 - A. *Literature review*
 - B. *Interview project staff or community leaders in cities with similar developments*
 - Gather information on: Completed projects, community interest, project goals and ability to meet those goals, funding sources, impact on targeted population and broad community impact, projects focused on elderly population and all ages projects
2. **Collect Data on Portland's Chinese Community**
 - A. *Identify Chinese/Chinese-American organizations in Portland (stakeholders)*
 - B. *Literature review*
 - C. *Quantitative data collection*
 - U.S. Census Bureau data
 - Public School enrollment data
 - Poverty and welfare data
 - Immigration and Naturalization data
3. **Research Chinatown/Oldtown Development Issues**
 - A. *Gather Information on Shiels Obletz Johnsen Development Plan Update for Chinatown/Oldtown*
4. **Assess need for senior housing and cultural/community center through interviews and surveys**
 - A. *Interview people in Chinese community or working with Chinese (i.e. IRCO, Asian Family Center, temples, churches, students, social workers, senior centers, business owners, elderly, etc.)*
 - B. *Develop an outreach plan -- Identify how to reach target population (place at organizations such as family associations and churches, mailing lists, find translators to interview people or translate survey results, etc.)*
 - C. *Develop survey tool (tailored to senior housing and community center); have translated*
 - D. *Administer survey*
5. **Analysis**
 - A. *Compile survey results*
 - B. *Compile interview results*
 - C. *Analyze the Committee's overall project and project priorities based on information gathered regarding need.*
6. **Identify Possible Funding Sources**
 - A. *Identify possible funding sources for housing or community center*
 - B. *Write sample, draft grant application*

7. Final Product

A. *Provide draft final product outline to client, get feedback*

B. *Write and format final product*

- Compile results and analysis into a complete needs assessment of the Chinese/Chinese-American community in Portland.
- Critically assess the feasibility (based on demand) and priorities of the Committee's project as stated in the "Project Overview."
- Include recommendations for project, priorities, grant funding opportunities, and next steps.

C. *Provide draft final product to client, get feedback*

D. *Final product and client presentation*

8. Reassessment of Project Priorities and Timelines

A. *Meet with client or member(s) of client committee to assess project priorities, tasks and timelines. (including project updates on Workshop Group's progress and Committee's progress, as well as sharing of new information)*

Figure 1: Project Timeline

Task	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10
1. Research cultural districts in other cities										
Lit. Review										
Interviews										
2. Research Portland's Chinese community										
Identify organizations (stakeholders)										
Lit. review										
Gather census data, etc.										
3. Research Chinatown/Oldtown dev. issues										
Current Dev. Plan Process										
4. Needs assessment										
Interviews										
Outreach Plan										
Develop survey										
Administer survey										
5. Analysis										
Compile survey results										
Compile interview results										
Analyze proposed senior housing/ Cultural center based on needs										
6. Find funding										
Identify funding sources										
Write sample grant application										
7. Final product										
Provide draft outline to client										
Get client feedback										
Write and format final product										
Provide draft to client										
Get client feedback										
Final product presentation										
8. Reassess priorities and timelines										
Meet with client										

VI. Preliminary Budget

The Workshop Group has outlined a rough, tentative budget for the project:

Long Distance Phone Calls	\$100
Photocopying	\$200
Postage	\$100
Interviews/Translators	\$1000
Film/Processing	\$100
Printing/Binding	\$200
TOTAL	\$1700

Portland Development Commission has committed to providing necessary photocopying and postage, etc. in the amounts listed above. If it becomes evident that these amounts will be exceeded, Workshop Group members will call John Southgate for authorization of other funds as needed. Expenditures of \$50 or more require prior authorization. Requests for reimbursement must include receipts.

VII. Responsibilities

Client Responsibilities

The Client is comprised of many people knowledgeable of the developments and activities within Chinatown as well as the Asian community as a whole. The Client will be responsible for sharing their collective knowledge and providing the Workshop Group with resources appropriate to the project. The Client is responsible for clearly expressing their expectations and keeping the Workshop Group informed of changes or new developments in the project. The Client, or members of the Client Committee, is expected to make time to meet with the group or group members on a regular basis (at least three times throughout the duration of the project) to clarify goals, objectives and next steps, as well as be well informed on the process of the Workshop Group. The Client will be responsible for reviewing the work of the Workshop Group and offering insights into necessary changes or further avenues needed to be explored. The Client is also responsible for working with the Workshop Group in developing a project that is reasonable in scope and important to the work of the Committee.

Workshop Group Responsibilities

- **To the Client:** The Workshop Group has the responsibility to clearly express expectation and objectives of the project. The Workshop Group must also be timely in its dissemination of information to the Client, as well as considerate of the Committee's time constraints. The Workshop Group must strive to fulfill the requirements of the contract and negotiate changes with the Committee as needed. Most importantly, the Workshop Group must work to provide informative data, compelling analysis, and thoughtful recommendations to further the position of the Committee to better proceed with its broad project goals. The Workshop Group must always work in a professional manner and will honor the confidentiality of Committee matters, especially concerning the identification of sites for acquisition.
- **To the Community:** In the work of the Workshop Group, members must always be personally and culturally sensitive to the communities in which they are working. It must also continually pursue and serve the public interest. The Workshop Group must provide vital and educated information or planning products to strive at enhancing the community in which it is working.

VIII. Workshop Personal Profiles

Workshop Group Personal Interests

Leah Halstead: Leah Halstead is "interested in neighborhood-based planning in a multicultural society." "I hope to work directly with neighborhoods in their efforts toward revitalization and building community, whether in Portland or another major west coast city. I believe race or ethnic cultures are relevant in the neighborhood planning process and am excited to work on a project bringing culture and revitalization together."

Wendy Kirkpatrick: Wendy Kirkpatrick is "excited to work on a downtown business revitalization project. I'm also intrigued by the complexity of planning in a cultural district."

Amanda McCloskey: Amanda McCloskey "loved working in Seattle's International District and is excited to learn about Portland's Chinatown. I'm also very interested in the planning context of cultural districts as a vehicle for community identity, public education and economic development."

Nicholas Starin: Nicholas Starin is "fascinated by inner-city neighborhoods and the construction of identity in ethnic enclaves. I am also interested in the design and use of public spaces—the Chinatown cultural community center is a unique opportunity to create meaningful and culturally resonant urban public space."

Workshop Group Educational and Professional Qualifications

Leah Halstead: Leah Halstead is a masters candidate in urban and regional planning at Portland State University, with an emphasis in community development. Completed coursework has included classes on neighborhood conservation and change, housing economics, metro data analysis and concepts of community development. Ms. Halstead is currently working on a field area paper focusing on gentrification and neighborhood revitalization. Ms. Halstead has a Bachelors of Science in Business Management from the University of Oregon.

Ms. Halstead is currently working at Portland's Bureau of Housing and Community Development developing a grant and foundation directory identifying sources of grants specifically for community development in Portland, Oregon. In addition to her internship, Ms. Halstead is also a graduate assistant working with Professor Gerard Mildner, finishing up a paper titled "Gentrification in Multnomah County, Oregon, 1990-96," as well as working on the compilation of materials for a comprehensive publication on housing in the Portland metropolitan area.

Ms. Halstead has worked for six years in nonprofits, including 3 ½ years at Oregon Food Bank providing administrative support and technical assistance to local nonprofits in the Portland metropolitan area. Ms. Halstead has volunteered with the Coalition For A Livable Future's Regional Affordable Housing Advocacy group speaking to local

neighborhood associations and Metro Councilpersons about the need for affordable housing in Portland.

Wendy Kirkpatrick: Wendy Kirkpatrick is a masters candidate in urban and regional planning at Portland State University focusing on land use planning and economic development. Ms. Kirkpatrick holds undergraduate degrees in Geography and Environmental Studies from the University of Kansas. She worked in the Geographic Information Systems field and worked doing aerial photography and flight planning prior to returning to school for graduate work.

Currently, Ms. Kirkpatrick is interning with the economic development department at the Portland Development Commission and working on the planning and permitting of the Cascade Station development at Airport Way project. Ms. Kirkpatrick has also worked for Multnomah County's Strategic Investment Program as a program assistant and interned with the Metro Council and Multnomah County's Transportation Planning department.

Amanda McCloskey: Amanda McCloskey is a masters candidate in urban and regional planning at Portland State University. With an emphasis in community development, her coursework has included real estate development and economics. Concurrent with her studies, Ms. McCloskey works at the Community Development Network, a trade association of non-profit housing developers in the Portland area. She has also completed two internships in the Portland area. The first was with the Bureau of Housing and Community Development, where her work included a report on the history of condominium conversion in the Portland area. The second internship was with the Housing Development Center, providing support to minority contractors and developing pro formas for non-profits purchasing buildings with expiring Section 8 subsidies.

Prior to her graduate work, Ms. McCloskey served as the Public Relations Assistant for the International District Village Square, a project of the Seattle-Chinatown International District Preservation and Development Authority (SCIDPDA). The \$20 million Village Square is a mixed-use development that includes homes for 75 low-income seniors and multi-cultural, intergenerational and collaborative services. In her work with SCIDPDA, Ms. McCloskey had articles published in *The Asian Reporter* and the *Hale Pai Pacific American Journal*, and developed media relations that resulted in articles in the *Northwest Nikkei*, the *Northwest Asian Weekly*, the *International Examiner*, the *Daily Journal of Commerce*, the *Seattle Times*, *Hokubei Hochi* (in Japanese), the *Seattle Chinese-Post* (in Chinese), *Asia Today* (in Chinese) and the *Korea Times* (in Korean). She has also visited the Chinatown Resource Center in San Francisco, and attended presentations by Asian Neighborhood Design and EBALDC (East Bay Asian Local Development Corporation.)

Ms. McCloskey also served as the Community Involvement Coordinator for her neighborhood council in Seattle for a three years, where she gained extensive community outreach and organizing experience. She was born in Eugene, and is delighted to be living in Oregon.

Nicholas Starin: Nicholas Starin is a masters candidate in urban and regional planning at Portland State University, where he has been recognized as a high-achieving student by the College of Urban and Public Affairs. Specializing in traditional land use planning, he has also pursued coursework in community identity and development, community visioning, land use law, and urban design. He is a Graduate Research Assistant at the Institute of Portland Metropolitan Studies, where, among other things, he manages a web site. He is a graduate of the University of Oregon where he studied History and Anthropology

Mr. Starin is currently employed in the City of Portland's Planning Bureau on the long-range planning team, where he is working on the PENN project, which seeks to coordinate existing public and community-based planning and revitalization efforts, and create a positive vision for the future in the North Portland Peninsula.

Appendix A: Workshop Group Member Contract

Workshop Group Responsibilities

- **To the Workshop Class:** To educate future planners about the needs of Chinatown and the Asian community in the Portland metropolitan area. Provide useful feedback and relevant information to other planning workshop groups. Recognize the learning potential of all class members and aid in the development of peers.
- **To the Group:** Share information and resources openly. Commit to full and frequent communication. Treat each other with respect, and recognize the skills each group member has to contribute to the workshop project. Help group members meet their educational goals to increase their professional planning competence.

In addition to these broad commitments, group members agree to implement the following processes:

- Establish a regular group meeting schedule, with meetings to occur at least weekly.
- Document client and stakeholder meetings with written minutes to be shared with all group members.
- Keep a running log of telephone and personal contacts with clients and stakeholders in order to minimize redundancies.
- Organize and store relevant documents and information in a centrally-located filing system.
- Time-sensitive and important new information will be placed in a "critical" file which will be checked frequently by each group member. Each new piece of information will be initialed by group members after they have reviewed it.
- Utilize the telephone as the primary form of communication in time-sensitive situations. When e-mail is used, it will be supplemented by telephone notification that an e-mail message has been sent.

Appendix B: Workshop Group Task Outline and Assignments

Workshop Group Task Responsibilities/Meeting Commitment

1. **Research other cities' cultural districts and ethnically targeted/ marketed developments and issues regarding aging population** (i.e. housing or community centers) Oakland, Seattle, SF, New York, Calgary, Toronto, etc.

A) Literature review

Timeline:	Week 1
Primary Member:	Leah Halstead
Secondary Member:	Wendy Kirkpatrick

B) Interviews with project staff or community leaders in other cities with similar developments

- Completed projects
- Community interest
- Project goals and ability to meet those goals
- Funding sources
- Impact on targeted population and broad community impact
- Projects focused on elderly population and all ages projects

Timeline:	Week 1 - 4
Primary Member:	Wendy Kirkpatrick
Secondary Member:	Leah Halstead

2. **Collect Data on Portland's Chinese Community**

A) Identify Chinese/Chinese-American organizations in Portland.

Timeline:	Week 1
Primary Member:	Amanda McCloskey
Secondary Member:	

B) Donor Analysis/Stakeholder Identification

Timeline:	Week 1
Primary Member:	Amanda McCloskey

C) Literature review

Timeline:	Week 1
Primary Member:	Nicholas Starin

D) Quantitative data collection

- U.S. Census Bureau data
- Public School enrollment data
- Poverty and welfare data
- Immigration and naturalization data

Timeline:	Week 1
Primary Member:	Leah Halstead
Secondary Member:	Nicholas Starin

3. Research Chinatown/Oldtown Development Issues

A) *Gather Information on Shiels Oblitz Development Plan Update for Chinatown/Oldtown*

Timeline: Week 1
Primary Member: Nicholas Starin

4. Needs Assessment

A) *Interview people in Chinese community or working with Chinese (i.e. IRCO, Asian Family Center, temples, churches, students, social workers, senior centers, business owners, elderly, etc.)*

Timeline: Week 3 - 5
Primary Member: All Members

B) *Develop an outreach plan -- Identify how to reach target population (place at organizations, mailing lists, cultural groups, find translators to interview people or translate survey results, etc.)*

Timeline: Week 1
Primary Member: Amanda McCloskey

C) *Develop survey tool (tailored to senior housing and community center); have translated*

Timeline: Week 1
Primary Member: Nicholas Starin
Secondary Member: Leah Halstead

D) *Administer survey*

Timeline: Week 2 - 3
Primary Member: All

5. Analysis

A) *Compile survey results*

Timeline: Week 6
Primary Member: Nicholas Starin
Secondary Member: Leah Halstead

B) *Compile interview results*

Timeline: Week 5 - 6
Primary Member: Wendy Kirkpatrick
Secondary Member: Amanda McCloskey

C) *Analyze the Committee's overall project and project priorities based on information gathered regarding need.*

Timeline: Week 6 - 8
Primary Member: All

6. Identifying Possible Funding Sources

A) *Identify possible funding sources for housing or community center*

Timeline: Week 3
Primary Member: Wendy Kirkpatrick

B) *Write sample, draft grant application*

Timeline: Week 8
Primary Member: Leah Halstead

7. Final Product

A) *Provide draft final product outline to client, get feedback*

Timeline: Week 5 and Week 6
Primary Member: All

B) *Write and format final product*

- Compile results and analysis into a complete needs assessment of the Chinese/Chinese-American community in Portland.
- Critically assess the feasibility (based on demand) and priorities of the Committee's project as stated in the "Project Overview."
- Include recommendations for project and priorities, grant funding opportunities, and next steps.

Timeline: Week 7 – 10
Primary Member: All

C) *Provide draft final product to client, get feedback*

Timeline: Week 8 and Week 9
Primary Member: All

D) *Final product and client presentation*

Timeline: Week 10
Primary Member: All

6. Reassessment of Project Priorities and Timelines

A) *Meet with client or member(s) of client committee to assess project priorities, tasks and timelines. (including project updates on Workshop Group's progress and Committee's progress, as well as general sharing of new information)*

Timeline: Week 2, Week 6, Week 9
Primary Member: To be determined

Appendix C: Map of Chinatown

