

FEDERAL WAY PUBLIC MARKET

Interest and Participation Form

Planning, developing, and running the **Federal Way Public Market** will be a community-driven project. It will require both large and small contributions (time, money, and ideas) from the citizens of Federal Way.

If you are interested in actively helping to plan or help engage our community in this project, please download a copy of the form below, fill it out, save it and email it to:

fedwaypm@gmail.com

We will keep the information you send on file and reach out to you if we feel you could help.

If are unable to actively help, we encourage you to track the progress of this project by:

- Joining the Federal Way Public Market groups on Nextdoor and/or Facebook
- OR**
- Visiting our website at www.FedWayPM.org

IMPORTANT:

This is a fillable PDF document. It can be filled out by typing responses and clicking to fill-in the checkboxes. If filling this out by hand, please ensure the following is readable.

Name:

Mailing address:

Email address:

Phone:

LEVEL OF INTEREST (Check any that apply):

- Help with tasks (once or multiple times if needed)
- Help with a Project (may last a few weeks or more than one month)
- Serve on a committee (monthly work for at least 1 year)

TYPE/LEVEL OF PARTICIPATION (Check all that apply)

- Worker bee (***work on and complete a one-time or short-term projects***) (For example: staffing a community information booth, giving a presentation, completing tasks as assigned by a project leader)
- Project lead – ***Responsible for coordinating a project (Resume or summary of relevant skills and experience required)***
- Committee Chair – Responsible for ***managing a committee*** that works on one component of this project for at least one year) - ***(Resume or summary of relevant skills and experience required)***
- Committee member (serve as a member of a project or an appropriate committee or subcommittee for up to a one year). ***(Resume or summary of relevant skills and experience required)***

**SKILLS, KNOWLEDGE, CONNECTIONS AND/OR RESOURCES
YOU WOULD BE WILLING TO CONTRIBUTE**

Administration	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Taking meeting minutes • Setting up internal systems for organizing and storing documents and records. • Secretarial skills 	
Accounting	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
<ul style="list-style-type: none"> • Accredited as a CPA or accountant 	
Business Planning	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Commercial Insurance	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Community Engagement	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Experience in getting community input and building community ownership • Experience in setting up and conducting community events and meetings. • Experience in recruiting, supporting and rewarding volunteers 	

Data Gathering	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Focus groups • Surveys • Questionnaires • Polls 	
Fundraising/Fund Development	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Applying for state and federal grants • Grant writing • Go Fund Me • Innovative Fundraising strategies 	
Graphic and Artistic Design	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Design of marketing and educational materials • Photographer • Artist 	
Legal	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
<ul style="list-style-type: none"> • Setting up new non-profits • Applying to IRS for non-profit status • Contracts 	
Public Market Development & Management	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Degree or experience in developing and/or managing public markets • Experience developing and/or managing farmers markets 	

Real Estate & Land Use Acquisition	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Commercial real estate license and experience 	
Public Market Development & Management	Please briefly describe any skills, knowledge, connections and/or resources you would be willing to contribute in this area (bulleted items OK)
Examples: <ul style="list-style-type: none"> • Degree or experience in planning, developing and/or managing public markets • Experience developing and/or managing farmers markets 	
Other	Please briefly describe any additional skills, knowledge, connections and/or resources you would be willing to contribute (bulleted items OK)
Helpful Connections & Relationships	Please briefly describe any additional people, organizations that you are aware of that you feel might help us to create a public market in Federal Way.
Examples: <ul style="list-style-type: none"> • Business and financial leaders • Political leaders • Government leaders or staff • Community leaders 	
Resources <ul style="list-style-type: none"> • 	Please briefly describe any additional resources that you are aware of that you feel might help us to create a public market in Federal Way.
Examples: <ul style="list-style-type: none"> • Money • Materials • Volunteers • Other 	