

TIDES | SHARED SPACES

**ORANGE COUNTY NONPROFIT
WORKSPACE NEEDS ASSESSMENT**

Sponsored by
Children and Families Commission of Orange County

Prepared by
Tides Shared Spaces
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Orange County Nonprofit Workspace Needs Assessment

Many nonprofits throughout Orange County are facing challenges in finding quality, stable, affordable mission-enhancing space that allows them to provide vital community services. The volatility of the real estate market, rising rents, and shrinking resources have forced nonprofit organizations to find creative ways to solve their office space needs without breaking the bank on their second largest expense after staff. In this context, organizations and funders are turning to the idea of Multi-tenant Nonprofit Centers to help solve the nonprofit workspace crisis. Nonprofit Centers are one or more buildings that house multiple nonprofit organizations, and typically provide office space, rental rates and lease terms oriented to the nonprofit sector. In order to see if a Nonprofit Center would work in Orange County, the Children and Families Commission of Orange County asked Tides Shared Spaces, a national organization working to promote sustainable nonprofit workspace, to conduct a nonprofit workspace needs assessment for Orange County.

Case Study: MOMS

In the sixteen years since MOMS Orange County began working to help women and their families raise healthy babies, they have seen tremendous success, contributing to decreased rates of premature births and improved infant health and development. Their organization has grown exponentially to its current \$3 million annual budget and 45 staff members. Their original 200 square foot donated office has become a 7,000 square foot workspace in the heart of Santa Ana. Although they have been able to take on more office space over time, they are still stretched beyond capacity, with staff members utilizing every inch of available space, not just sharing offices, but many sharing desks.

Unfortunately, overcrowding is the least of CEO Pamela Pimentel's concerns with their offices. The building they are in has had six different owners in the past eight years. Over that time, building maintenance has steadily deteriorated. Bathroom plumbing does not work well. The roof leaks, and there is water damage. There is a black substance growing on the walls and in the HVAC system, which doesn't always work. Rats live in the walls and around the building.

Even these problems pale in comparison to the safety hazards outside the building. In order to cross from the parking lot to the office, staff and clients, including pregnant women and new mothers, have to cross a blind alley through which cars routinely speed at up to 50 miles per hour. Once people reach the office safely, they must climb a small flight of dark, uneven brick stairs with no railing. Two staff members have now fallen on those stairs, and sustained serious injuries that have required three surgeries each.

To add insult to injury, the rent MOMS pays has more than tripled over the past five years. While Pimentel knew they needed to move, she wanted to ensure that the organization could get more stability and control over their space for the long term by purchasing their next offices. It has taken MOMS over five years to put aside enough resources to leverage the funding they needed to make that happen. In the meantime, the staff and clients of MOMS have done the best they could with the space they have. While this may be an extreme example of the challenges Orange County nonprofits face, this assessment highlights the struggles local organizations have in securing stable, affordable mission-enhancing workspace in this growing region.

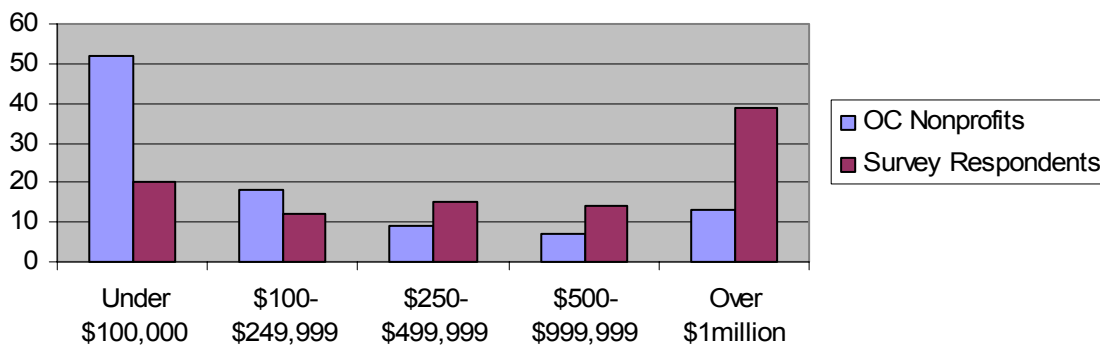
Methodology for the Needs Assessment

Tides Shared Spaces developed a needs assessment survey based on its work nationally and interviews with local stakeholders. We sent surveys by email and mail to approximately 1,200 nonprofit organizations in Orange County. Organization contacts came from Orange County funders and partners, including the Children and Families Commission of Orange County, Orange County Community Foundation, Change a Life Foundation, Orange County United Way, Pacific Life Foundation and Weingart Foundation. We received completed surveys from 257 organizations, a return rate of 21%. This sample size represents 4% of the 6,245 nonprofit organizations in Orange County, excluding religious congregations. After an initial analysis of the survey data, three focus groups were held to gain a better understanding of the survey responses. Representatives of 22 organizations participated in the focus groups. Both the results of the survey and focus groups inform this report.

Who Responded?

While this study received input from a wide cross-section of the Orange County nonprofit sector, comparison with county data shows that the results were weighted towards organizations with larger budgets and paid staff. Of the 6,846 nonprofit organizations in Orange County, excluding foundations, 52% have budgets under \$100,000 and 13% have budgets over \$1 million.¹ In contrast, organizations with budgets under \$100,000 represent 20% of survey participants, while 39% of respondents have budgets over \$1 million.

Orange County Nonprofit Organizations Budget Size vs. Survey Respondents Budget Size

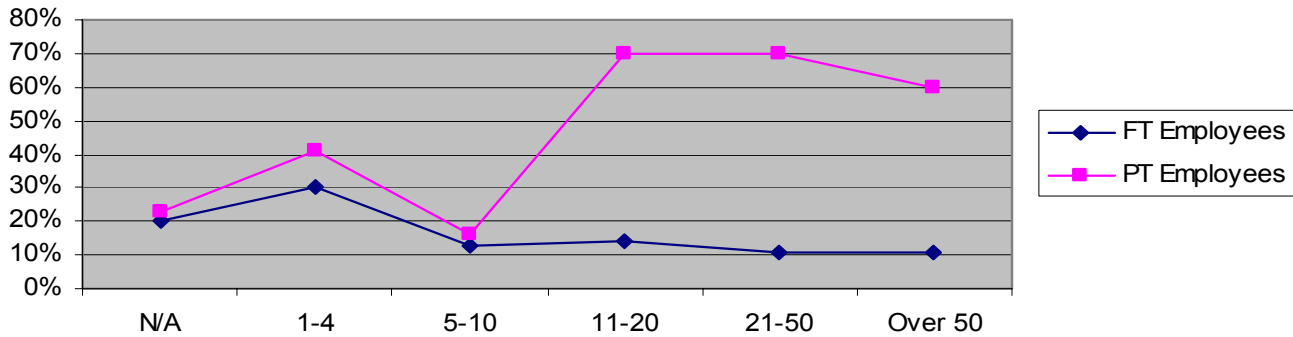


Only 12% of Orange County Nonprofit Organizations reported paying wages in 2005, implying that 88% of organizations have no paid staff. Conversely, organizations with at least one staff person represented 85% of survey respondents. Among organizations with staff, survey respondents represent a sample size of 22%, decreasing the margin of error for this important subset of Orange County nonprofit organizations.

Both survey results and focus group discussions indicate that smaller organizations with no staff are much less likely to have or need permanent office space, and therefore were probably less likely to participate in this study. However, results also show that while small volunteer-run organizations may not need offices, many still need access to meeting spaces, particularly in the evenings and weekends, for board or volunteer meetings, events or rehearsals.

¹NCCS CORE Public Charities file, 2004

Number of Full-time and Part-time Employees of Survey Respondents

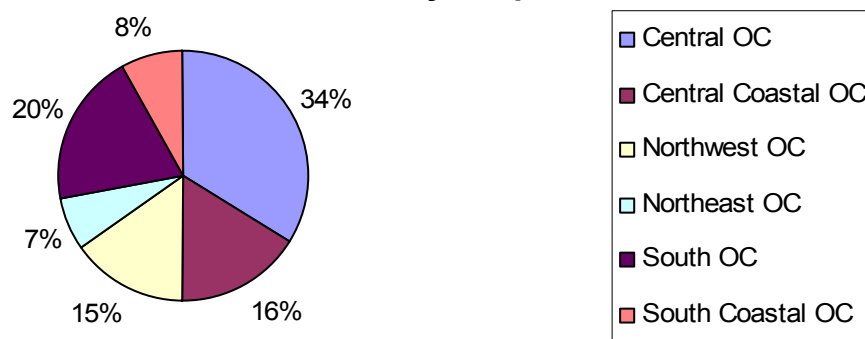


The issues respondents address closely mirror the county-wide statistics, with 44% focused on children, youth and families; 30% focused on education; 14% working on healthcare; and arts and culture and housing issues representing another 13% of organizations each. Sixty-three percent of respondents provide direct services, 41% provide education and public outreach, and 19% do advocacy work.² The top client populations served by respondents are youth (28%), the general public (28%), low-income individuals (28%), children (27%) and families (21%). Over 40% of survey respondents provide service across Orange County, while 32% serve a smaller area within Orange County, and 14% serve the Southern California region.

Where Are They Now?

Consistent with the majority of organizations providing county-wide services, approximately 50% are currently located in Central Orange County. Twenty-two percent of organizations are currently in North Orange County, and the remaining 28% are located in South Orange County.

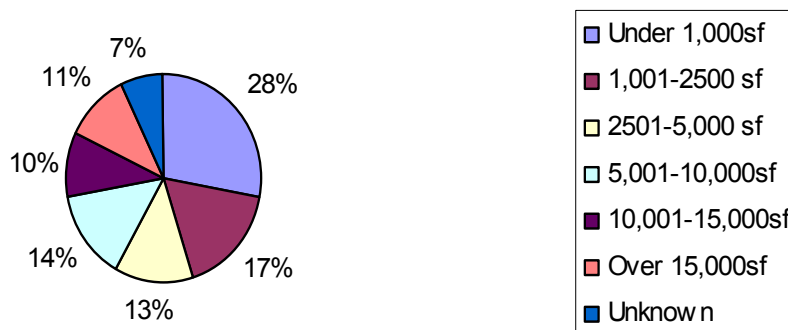
Current Office Location of Survey Respondents



The location of nonprofit offices varies from large office buildings to a desk in someone's home. Approximately 28% of respondents are in offices under 1000 square feet, while 11% have spaces over 15,000 square feet. Currently 38% of organizations are located in office buildings, 18% have their own facilities, and 11% are in home offices. Roughly 20% of respondents maintain multiple offices or service sites.

² Survey participants were allowed to choose up to two primary issues and up to two primary activities.

Current Office Size of Survey Respondents

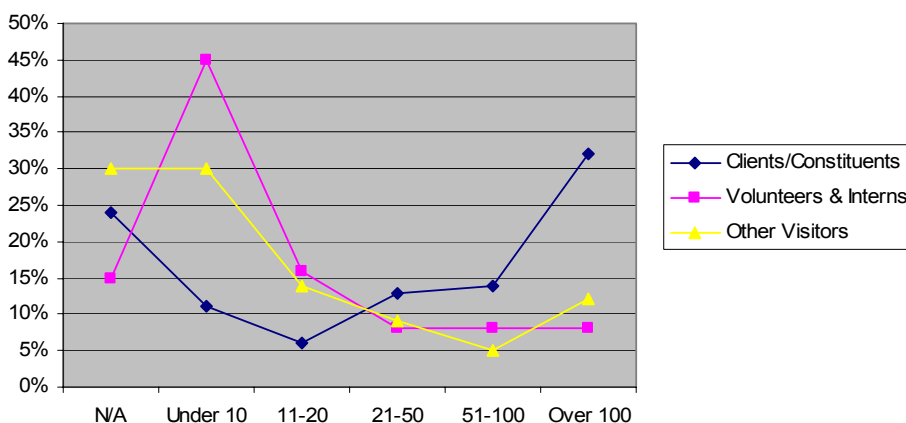


Focus group discussions reveal that many organizations have outgrown their current space and are unable to use their space efficiently due to office configuration challenges. Staff members are often forced to share offices, work in converted common areas, and in some cases, even share desks. For staff dealing with confidential client issues, the lack of private work space means that they must find creative ways to do their sensitive work.

When asked about common spaces, about 57% of respondents indicated that they have at least one conference room in their offices. Sixty-three percent of participants have a pantry/kitchen, 60% have a reception area, and 50% have a copy room. Along with storage space, these common spaces are the ones that nonprofit organizations report using most frequently. Storage space is especially crucial for organizations that accept donations or distribute material goods, such as food, clothing, furniture, or household items to their clients. While some organizations take advantage of off-site storage for archived records and excess materials, staff members often need ready access to the materials and items they provide to clients in the course of their daily work. Government oversight has also pushed organizations to keep more historical records in their offices, in order to respond quickly to increasing inquiries for information on former clients.

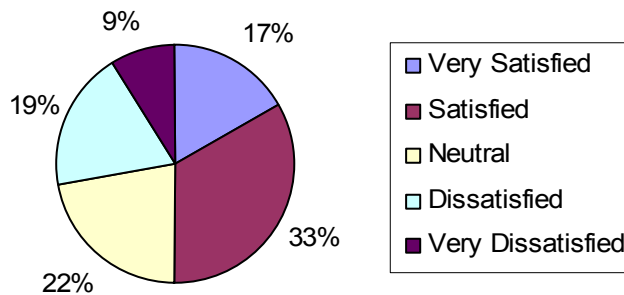
A majority of organizations, 63%, are seeing clients at their facilities. About 45% of organizations have over 50 clients visit their facilities each week. Those clients are driving to their offices (59%), using public transportation (26%), and getting rides from family or friends (22%).

Number of Clients, Volunteers and Visitors Using Respondents' Facilities Each Week



Approximately 50% of respondents are satisfied with their current office space. Another 22% are neutral, and 28% are dissatisfied with their current offices. Reasons for dissatisfaction include not enough space, disconnected or poorly used spaces, maintenance problems, lack of parking, inadequate space control and rising rents. Twenty-seven percent of respondents have looked for new space and 16% of respondents have moved within the last two years. Another 36% of respondents indicated that they will need to move within the next five years.

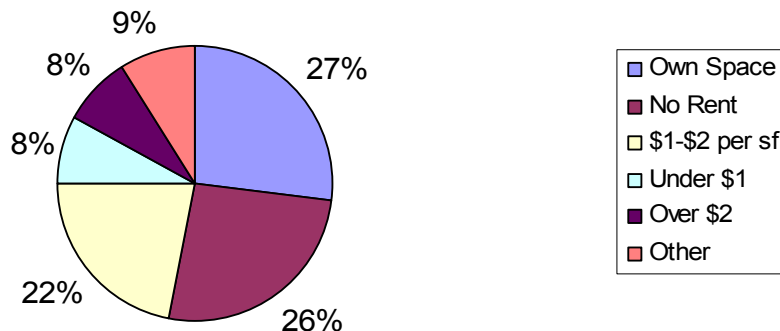
Respondents' Satisfaction with Current Office Space



Nonprofit Lease Terms

About half of the organizations surveyed do not currently pay rent, either because they receive donated space, or because they own their facilities. Among those organizations that do pay rent, most are paying between \$1 and \$2 per square foot per month. The vast majority of this rental income goes to the commercial sector. Only 6% of organizations report that they are renting or subleasing space from another nonprofit organization. Using estimates based on the survey data, the organizations surveyed are paying roughly \$7.25 million in rental income annually to the private sector. If this survey is a representative sample of Orange County nonprofit organizations with staff, then the nonprofit sector is responsible for an estimated \$33 million in commercial rent each year. If nonprofit organizations owned the office buildings, those rent dollars could instead be leveraged by nonprofit building owners to create sustainable infrastructure and services for the community or the nonprofit sector.

Rental Rates Currently Paid by Respondents



Of those organizations with leases, 75% expire by the end of 2009. Only 15% of organizations surveyed currently have leases that expire after January 1, 2011. Approximately 13% of organizations have rent escalations in their leases. In addition to rent, respondents are also paying for utilities (38%), cleaning services (31%), trash removal (18%) and other facility-related expenses.

Moving on Up: What do organizations need?

Nonprofit organizations follow the well-known golden rule of real estate – location, location, location.

For Orange County nonprofit organizations, that generally means a location that is accessible to their clients and volunteers. Approximately 44% of respondents would like to be located in Central Orange County. Twenty-four percent of respondents are interested in Central Coastal Orange County, and 23% would like to be in South Orange County. While a majority of nonprofit groups are clustered in these specific areas of the county, every region in Orange County has some organizations that serve only a few neighborhoods or communities within it. These groups are generally much more sensitive to location, needing to stay within a few miles of their service area.

One part of the location decision for most nonprofit organizations is transportation accessibility. **Almost half of the organizations surveyed indicated that freeway access within two miles of their offices is either “crucial” or “important”.** Public transportation within three blocks is crucial or important for 39% of respondents. In focus groups, organizations elaborated that they are concerned about the amount of time it takes their clients to reach them. While some organizations have staff who travel from all parts of the county to get to work, staff commute times in general were seen as less important in selecting an office location than client travel time.

In addition to transportation access, organizations also rated safety & security (88%), updated technology/communications (74%), accessibility for people with disabilities (67%), and clear public signage (50%) as crucial or important when choosing an office space. In focus groups, all of these issues emerged. For organizations like MOMS, the safety issue extends beyond concerns about crime to the building structure and ability of clients and staff to get to the office safely. Focus group participants also expressed concern about the lack of accessible restrooms in many potential office spaces. Because nonprofit organizations are not always housed in modern office buildings, they are often confronted with potential work spaces that do not meet the accessibility standards they need to serve their clients.

Other organizations expressed dissatisfaction with current office spaces that cannot accommodate enough internet access, or where wiring limits their communications technology capacity. With 33% of organizations communicating with their constituents primarily by email or mail, and 27% communicating by phone, limited technology capacity affects their ability to work efficiently.

For those organizations whose clients come to their offices, clear public signage helps clients, volunteers, and donors find them. In focus groups, participants indicated that external signage can also help raise awareness for their organizations. However, a small handful of organizations prefer to blend into a community of other organizations and offices, to help their clients avoid the stigmatization of accessing their services.

Another consideration for many organizations will be not only the space to accommodate current staff and programs, but also room and flexibility to expand as needed. Over 70% of organizations surveyed expect their staff size to grow over the next five years. While nonprofit organizations are using an estimated 5.5 million square feet of office space in Orange County, current overcrowding in offices and projected growth indicate that more space will be needed soon. ***Even at current rates of space usage, organizations that need to move in the next five years will be looking for a conservative estimate of 1.7 million square feet of workspace just to replace their existing offices.***

Nonprofit organizations in every market are price sensitive when looking for office space. There is typically a “nonprofit market rate” that is below a region’s commercial market rate for real estate. While some percentage of organizations will continue to stay in home offices or donated space, about 40% of respondents indicated that they could pay \$1-\$1.50 per square foot for their offices. Another 15% could pay up to \$2 per square foot, and 18% could pay over \$2.

Some organizations are not content to continue to rent space, and are seriously exploring the opportunity to purchase space. These organizations want to build equity, create stability, and gain more control over their workspaces. Over 27% of respondents are considering buying office space, with 9% expressing an interest in leasing with an option to buy. Sixteen percent of respondents have even started raising capital funds to purchase a facility.

Shared Space

Rising rents, market instability, organizational growth and maturity, and pressure for efficient operations are creating a critical mass of organizations in Orange County focused on solving their workspace challenges. Although only 10% of respondents are currently sharing their space with another organization, past experiences and exploration of possible Nonprofit Center projects is building support for shared nonprofit facilities in the region. ***Approximately 43% of organizations have staff and board members interested in moving to a shared nonprofit building.*** In focus groups, participants were excited about the opportunity shared facilities present to create a sense of community, share resources and common spaces, centralize client services, create joint programs and raise visibility for the nonprofit sector.

Nonprofit Centers can create savings for their tenant organizations by providing shared common spaces and services oriented to the needs of nonprofits. The shared space features in highest demand among survey respondents were:

- Storage;
- Small conference rooms;
- Shared pantry or lunchroom;
- Outdoor eating space;
- Evening and weekend building access; and
- Audio-visual equipment.

The most requested shared services include:

- In-house technology support;
- Staff training;
- A nonprofit library/resource center; and
- Shared purchasing.

Organizations with larger budgets tended to be more interested in shared services such as human resources services, accounting and payroll and reception. Smaller organizations indicated an interest in a shared copy center.

In addition to seeing many benefits in moving to a Nonprofit Center, many organizations identified concerns they would need to address. The top concerns identified by respondents were loss of autonomy or identity (53%), client confidentiality (43%), service or program changes (37%), potential conflicts with other organizations' clients (37%) and safety and security (36%). Through further discussions, participants also expressed concerns that the building could achieve financial sustainability while keeping rents affordable. Organizations felt that clear leases and building policies would be the key to ensuring the success of a Nonprofit Center.

Conclusions

A Need for Multiple Centers: Survey responses and focus group discussions clearly indicate that there is sufficient interest among Orange County nonprofit organizations to fill over 500,000 square feet in Nonprofit Centers over the next five years. Approximately 43% of respondents have staff and board members interested in moving to a shared nonprofit building.

However, Nonprofit Center offices will only attract nonprofit tenants if the location, price, and terms are right. Due to geographic dispersion of client communities and transportation challenges, it seems unlikely that one centralized Nonprofit Center would serve the needs of even a majority of nonprofit organizations. A number of smaller Nonprofit Centers spread throughout the county would better serve the diverse organizations and communities of Orange County.

Price and Features are Key: Nonprofit organizations in Orange County are very price-sensitive, with a preference for office space under \$1.50 per square foot. Yet, a good price is not enough. Organizations are also looking for facilities that can meet their storage, meeting and communications needs, with enough space flexibility to allow for growth.

Purchase Options: Given a significant number of organizations interested in purchasing office space, office condos and lease-to-buy options are also important models to consider for any new Nonprofit Centers in Orange County.

Designing for the Future: Thoughtful leasing policies and practices will be crucial to ensure that the mix of clients and stakeholders in a Nonprofit Center contributes to a sense of community, not conflict. Results show that while there is interest in the idea of shared space, it may take time and education to help organizations build enough confidence and trust to participate in significant operational collaborations and shared services. Incorporating building designs that allow for shared spaces and functions will create more flexibility to expand shared services when the time is right.

Reaching Out to the Community: There is also a strong need for conference and meeting spaces accessible to the broader nonprofit sector, not just tenant organizations. By providing these much-needed facilities, Nonprofit Centers can serve more than a handful of tenant organizations, and become true community centers, building collaboration both within and outside their walls.

Orange County Nonprofit Workspace Survey

About Your Organization

1. What is the name of your organization?

2. What are the primary issues on which your organization focuses? (Choose up to two)

- | | |
|---|---|
| <input type="checkbox"/> Arts and culture | <input type="checkbox"/> Faith-based |
| <input type="checkbox"/> Children, youth and family | <input type="checkbox"/> Food security/ending hunger |
| <input type="checkbox"/> Community development | <input type="checkbox"/> Human and civil rights |
| <input type="checkbox"/> Health care | <input type="checkbox"/> Immigration |
| <input type="checkbox"/> Housing | <input type="checkbox"/> International |
| <input type="checkbox"/> Education | <input type="checkbox"/> Legal and justice |
| <input type="checkbox"/> Employment and job-related | <input type="checkbox"/> Nonprofit support organization |
| <input type="checkbox"/> Environment | <input type="checkbox"/> Other (please specify) |

3. What is your primary focus of activities? (Choose up to two)

- Advocate on behalf of a specific population
- Provide direct services
- Lobbying and social action
- Education and public outreach
- Training
- Technical assistance
- Philanthropy
- Other (please specify)

4. Which of the following describes your primary clients/constituents? (Choose up to three)

- | | |
|---|---|
| <input type="checkbox"/> General Public | <input type="checkbox"/> Women Only |
| <input type="checkbox"/> Infants (under 2 years old) | <input type="checkbox"/> Men Only |
| <input type="checkbox"/> Children (2-10 years old) | <input type="checkbox"/> Families |
| <input type="checkbox"/> Youth (11-17 years old) | <input type="checkbox"/> Low income |
| <input type="checkbox"/> Young adults (18-22 years old) | <input type="checkbox"/> Homeless |
| <input type="checkbox"/> Adults (22-60 years old) | <input type="checkbox"/> People with disabilities |
| <input type="checkbox"/> Seniors (60+ years old) | <input type="checkbox"/> Other (please specify) |

5. Which of the following BEST describes the geographic scope of your organization's work?

- Northwest Orange County (Los Alamitos, Cypress, La Palma, Buena Park, Stanton, Anaheim)
- Northeast Orange County (La Habra, Brea, Fullerton, Placentia, Yorba Linda, Villa Park)
- Central Orange County (Santa Ana, Garden Grove, Orange, Tustin, Westminster)
- Central Coastal Orange County (Huntington Beach, Newport Beach, Costa Mesa, Fountain Valley)
- South Orange County (Irvine, Lake Forest, Mission Viejo, Aliso Viejo, Laguna Niguel)
- South Coastal Orange County (Laguna Beach, Dana Point, San Clemente, San Juan Capistrano)
- Entire Orange County
- Southern California Region
- State of California
- National
- International
- Other (please specify)

6. Which of the following is the primary way that you interact with your clients/constituents? (Choose up to two)

- Email or mail
- Phone
- In person at your facilities
- In person in their communities
- In person at their homes
- Other (please specify)

7. If clients/constituents come to your facilities, which of the following best describes the primary transportation method they use? (Choose up to two)

- Walk
- Drive their own vehicles
- Ride with family/friends
- Public transportation
- Organization provides transportation
- Not Applicable
- Other (please specify)

8. What is your organization's annual budget for Fiscal Year 2007?

- Under \$100,000
- \$100,000-\$249,999
- \$250,000-\$499,999
- \$500,000-\$999,999
- \$1,000,000-\$1,499,999
- \$1,500,000-\$1,999,999
- Over \$2,000,000

9. How many people use your organization's facilities in an average week?

	N/A	1-4	5-10	11-20	21-50	51-100	Over 100
Full-time employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Part-time employees (<30hrs)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interns and volunteers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clients/constituents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other visitors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. What changes in staff size do you project over the next five years (please include regular volunteers or interns in your projections):

- Decrease substantially
- Decrease somewhat
- Stay the same
- Increase somewhat
- Increase substantially
- Other (please specify)

11. How would you describe the location of your (main) office?

- Office building
- Storefront
- Church
- College campus
- Public/community facility
- Own facility
- Converted house
- Home office

About Your CURRENT SPACE!

12. What is the zip code of your organization's physical address ? (If more than one site, state for main office)_____

13. Do you have other offices in Orange County?

- No
 Yes, we are interested in consolidating
 Yes, we need to maintain multiple offices/service sites
 If yes, please specify where:

14. What is the approximate size in total square footage of your organization's space? (If more than one site, answer for main office/workspace.)

- under 1,000 square feet
 1,001 – 2,500
 2,501 - 5,000
 5,001-10,000
 10,001-15,000
 I don't know
 Over 15,000 (please specify)

15. How is your current office space configured? (Number Of...)

	None	1-2	3-4	5-8	Over 8
Offices	___	___	___	___	___
Workstations	___	___	___	___	___
Copy Rooms	___	___	___	___	___
Conference Rooms	___	___	___	___	___
Pantries/kitchens	___	___	___	___	___
Storage	___	___	___	___	___
Server Rooms	___	___	___	___	___
Reception	___	___	___	___	___
Rehearsal or Performance Spaces	___	___	___	___	___
Classrooms	___	___	___	___	___
Other	___	___	___	___	___

16. How satisfied are you with your CURRENT space:

- Very Dissatisfied Dissatisfied Neutral Satisfied Very Satisfied

17. Our organization (choose all that apply):

- Has looked for new space in the last two years
 Has moved in the last two years
 Will need to move in the next two years
 Will need to move in the next five years
 Does not intend to move
 Other (please specify)

18. Our organization (choose all that apply):

- Owns our space
- Rents our space
- Gets our space free of charge/has donated space
- Shares this workspace with other organization(s)
- Rents/subleases space TO another organization(s)
- Rents/subleases space FROM another organization
- Other (please specify)

Lease and Rent Terms

Information on your current rent and type of lease is important in helping us determine what rents, lease terms, and features will best serve the needs of Orange County's nonprofit community.

19. Our organization (choose all that apply):

- Has looked for new space in the last two years
- Has moved in the last two years
- Will need to move in the next two years
- Will need to move in the next five years
- Does not intend to move
- Other (please specify)

20. Our organization (choose all that apply):

- Owns our space
- Rents our space
- Gets our space free of charge/has donated space
- Shares this workspace with other organization(s)
- Rents/subleases space TO another organization(s)
- Rents/subleases space FROM another organization
- Other (please specify)

21. Please select that range that best represents what you are currently paying, per square foot, PER MONTH. (For example, if you rent 1,000 square feet for \$1,500 per month, divide monthly rent by number of square feet: $\$1,500/1,000$ square feet = \$1.50 per square foot) If you prefer to give the amount you pay PER YEAR, please write it in using the "Annual" answer choice.

- | | |
|--|---|
| <input type="checkbox"/> Do not pay rent | <input type="checkbox"/> \$1.51-\$2.00 |
| <input type="checkbox"/> Donated space | <input type="checkbox"/> \$2.01-\$2.50 |
| <input type="checkbox"/> Under \$0.75 | <input type="checkbox"/> \$2.51-\$3.00 |
| <input type="checkbox"/> \$0.75-\$1.00 | <input type="checkbox"/> Over \$3.00 |
| <input type="checkbox"/> \$1.01-\$1.50 | <input type="checkbox"/> Annual rent (please specify) |

20. Besides rent, what other office-related expenditures do you currently pay? (choose all that apply)

- None
- Utilities (Electricity, gas, water)
- Trash removal
- Janitorial
- Real Estate Taxes
- Rent Escalations
- Meeting space rental
- Parking
- Other (please specify)

21. When does your current lease expire?

- Not applicable
- Month-to-Month
- Before 12/31/07
- In 2008
- In 2009
- In 2010
- After 1/1/2011
- Other (please specify)

22. What would be the best location for your organization? (choose up to three)

- Northwest Orange County (Los Alamitos, Cypress, La Palma, Buena Park, Stanton, Anaheim)
- Northeast Orange County (La Habra, Brea, Fullerton, Placentia, Yorba Linda, Villa Park)
- Central Orange County (Santa Ana, Garden Grove, Orange, Tustin, Westminster)
- Central Coastal Orange County (Huntington Beach, Newport Beach, Costa Mesa, Fountain Valley)
- Great Park District
- South Orange County (Irvine, Lake Forest, Mission Viejo, Aliso Viejo, Laguna Niguel)
- South Coastal Orange County (Laguna Beach, Dana Point, San Clemente, San Juan Capistrano)
- Other (please specify)

23. In terms of choosing an office space, please rate the following aspects:

	Unnecessary	Not Important	Somewhat Important	Important	Crucial
Bus route/public transportation within 3 blocks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Freeway access within 2 miles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safe and secure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Updated technology/communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Green building/sustainable design	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Natural light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clear public signage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On-site employee child care	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Close to restaurants	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Close to banks and other personal services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessible to people with disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

24. Please select the range that best represents what you could pay on average, per square foot, PER MONTH or you can specify an amount below:

- \$1.00 - \$1.50
- \$1.51 - \$2.00
- \$2.01 - \$2.50
- \$2.51 - \$3.00
- Over \$3.00
- Annual rent range (please specify):

25. What is your preferred lease commitment?

- Month-to-month
- One year
- 2-4 years
- 5-7 years
- 8-10 years
- Lease with an Option to Buy
- Or, specify here:

26. My organization is considering buying office space:

- Within the next year
- Within the next three years
- At some time in the future
- We are not considering buying space at this time
- Other (please specify)

27. If you have considered buying, have you started raising capital funds?

- Yes, Some funds acquired
- Yes, Capital Campaign in process
- Yes, Capital funds raised
- No
- Not Applicable

Shared Services and Infrastructure

28. Assuming they are included in the rental rate, how often would your organization use the following shared features?

	Never	Rarely	Every few months	At least monthly	Weekly or more
Large conference room (50 or more)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Small conference room (25 or less)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Audio-visual equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shared Pantry/Lunchroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Green space/outdoor eating	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secure bicycle storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Locker rooms/showers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building access after 6:00pm on weekdays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building access on week-ends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

29. How interested would your organization be in the following shared facilities and functions?

	No interest	Low Interest	Some Interest	High Interest	High Interest AND would consider paying a fee
Shared reception	___	___	___	___	___
Shared copy/fax	___	___	___	___	___
Nonprofit library/resource center	___	___	___	___	___
Box office/ticket sales	___	___	___	___	___
Public gallery/exhibit space	___	___	___	___	___

30. How interested would your organization be in the following shared services?

	No interest	Low Interest	Some Interest	High Interest	High Interest AND would consider paying a fee
Staff training	___	___	___	___	___
Accounting & payroll services	___	___	___	___	___
Human resources services	___	___	___	___	___
Shared purchasing	___	___	___	___	___
In-house technology support	___	___	___	___	___

31. How interested would the following people within your organization be in moving to a shared nonprofit building?

	N/A	No interest	Low Interest	Some Interest	High Interest
Board of Directors	___	___	___	___	___
Staff	___	___	___	___	___
Volunteers	___	___	___	___	___
Clients/Constituents	___	___	___	___	___

32. What concerns would your organization have about moving into a shared nonprofit building? (choose all that apply)

- ___ Client confidentiality
- ___ Autonomy/Loss of identity
- ___ Changes to services/Loss of program control
- ___ Potential conflicts with other organization's clients
- ___ Safety and security
- ___ Other (please specify)

33. Add comments or suggestions of additional features and services HERE:

34. My role in the organization is:

- Executive Director
- Financial Officer
- Admin Director
- Program Manager
- Board Member
- Other (please specify)

Future Involvement

35. Please let us know if you are interested in being kept informed about the development of new nonprofit facilities. (choose all that apply)

NOTE: You must provide current contact information to be contacted further.

- Send a copy of the compiled survey results
- Keep my organization updated on new nonprofit facilities in Orange County
- Contact us to participate in a focus group for any proposed facilities.
- Please do not contact my organization. We are not interested in shared nonprofit facilities at this time.

36. If you want to be included in the drawing for a \$250 grant or to receive survey results, please provide the following information.

Name:
Organization:
Phone Number:
Email:
Address 1:
Address 2:
City:
State:
Zip Code:

37. Do you know of other organizations that we should contact to participate in this study? Please provide contact information below or direct them to the Children and Family Commission of Orange County website, www.cfcoc.ocgov.com where they can access this survey.

Orange County Nonprofit Workspace Survey Respondents

211OC
Abrazar, Inc.
Acacia Adult Day Services
Access OC
Achievement Institute
Adopt-A-Park Program, Orange County Parks, County of Orange
ADVANCE!
Affordable Housing Clearing House
AIDS Services Foundation Orange County
Alzheimer's Family Services Center
American Family Housing
American Lung Association of California
American Red Cross - Orange Co Chapter
Amigos de Bolsa Chica
Anaheim Arts Council
Anaheim Family YMCA
Anaheim Interfaith Shelter
Anaheim Outdoor Science Education Foundation
Anaheim Supportive Housing
Angels Charity
Anti Defamation League
Art & Creativity for Healing Inc.
Assistance League of Newport Mesa
Baroque Music Festival
Beach Cities Senior Club
Bethany
Beverly's House/YWCA
Big Brothers Big Sisters of Orange County
Blind Children's Learning Center
Bolsa Chica Land Trust
Boys & Girls Club of Brea, Placentia, Yorba Linda
Boys & Girls Club of Cypress
Boys & Girls club of Santa Ana
Boys & Girls Club of Stanton
Boys & Girls Club of the Harbor Area
Boys & Girls Clubs of Capistrano Valley
Boys & Girls Clubs of Fullerton
Boys & Girls Clubs of Garden Grove
Boys & Girls Clubs of Huntington Valley
Boys & Girls Clubs of Laguna Beach- TLC
Boys & Girls Clubs of Westminster
Boys & Girls Clubs Orange County Alliance
Bread for the Journey of Orange Co.
Bridging the Gap by Touching Your Future
Broadway on Tour
C&SC
California Chapter 4 American Academy of Pediatrics
California Council on Problem Gambling
Camp Fire USA Orange County Council
Canyon Acres Children and Family Services
Catholic Charities of Orange County, Inc.
Center for Women and Families from Abroad
Central School District
Chapman University
Child Guidance Center, Inc.
Children and Family Futures, Inc.
Children's Bureau
Circle of Concern, Inc
City of Orange Public Library Foundation
Coastal Mountain Youth Academy
Colette's Children's Home
Community Action Partnership of Orange Co
Community Day Preschool
Community Foundation of Orange
Community SeniorServ., Inc.
Corazon de Vida Foundation
Council on Aging - Orange County
Court Appointed Special Advocates (CASA)
Crean Lutheran South High School
Crime Survivors, Inc.
Crittenton Services for Children & Families
Cypress "Pops" Orchestra
Dayle McIntosh Center for the Disabled
Discovery Science center
Down Syndrome Association of Orange County
Earth Connections
Earth Resource Foundation
Eating Disorder Foundation of Orange County
EC of OC
El Dorado High School
El Puente CDC dba KidWorks
Epilepsy Alliance of Orange County, a Project of Community Partners
Ezra Center
Fair Housing Council of Orange County
Families Forward
Family Assistance Ministries
Family Solutions, Inc.
Family Support Network
Festival Ballet Theatre
First Step House of Orange County
Friendly Center
Friends of Harbors, Beaches and Parks
Friends of Oasis, Oasis Senior Center
Friends of San Onofre Marines
Friends of Shipley Nature Center
Friendship Shelter, Inc.
Fullerton Academy of the Arts Foundation
Fullerton Arboretum
Fullerton Excellence in Education Foundation
Fullerton Historic Theatre Foundation
Gabriel's Gift Foundation
Gay & Lesbian Community Services Ctr.
Girls Incorporated of Orange County
Giving it Back to Kids

Goodwill of Orange County
 GRANTS WISHES
 Habitat for Humanity of Orange County
 Hands Together - A Center for Children
 Health Care Council Of O.C.
 Healthy Smiles for Kids of Orange County
 Help for Brain Injured Children
 Helping our Mentally Ill Experience Success
 Hi Hopes Identity Discovery Foundation, Inc
 Hills For Everyone
 His House (Homeless Intervention Shelter)
 HomeAid Orange County
 Homefront America, Inc.
 Homework House
 Hope House Corporation
 Hotline of Southern California
 Housing with Heart
 Human Options
 Huntington Beach Council on Aging
 ICEC
 International House of Blues Foundation
 International Surfing Museum
 Irvine Adult Day Health Services, Inc.
 Irvine Child Care Project
 Jewel of Persia
 Jewish Family Service of Orange County
 John Fowles Center for Creative Writing
 Junior Achievement of Orange County
 Kinship Center
 Kiwanis Club of Cypress
 Laguna Art Museum
 Laguna Beach community clinic
 Laguna Beach Festival of Arts
 Laguna Beach Live!
 Laguna Beach Seniors, Inc.
 Laguna Canyon Foundation
 Laguna College of Art & Design
 Laguna Greenbelt, Inc.
 Latino Center for Prevention and Action in Health & Welfare
 Latino Family Institute Project Nuestras Familias
 Latino Health Access
 Laura's House
 Laurel House
 League of Women Voters of Orange County
 Leon Owens Foundation
 Lestonnac Free Clinic
 Literacy Volunteers-HBPL
 Little People of America
 Love In Action International Ministries
 Lynx Educational Foundation
 Make-A-Wish Foundation of Orange County and the Inland
 Empire
 Mariposa Women and Family Center
 Marisla Foundation
 Mary's Shelter
 Materials Matter
 Mercy House
 Mika Community Development Corporation
 Mission Hospital Regional Medical Center
 MOMS
 Mozart Classical Orchestra
 Muckenthaler Cultural Center
 Musical Theatre Orange County
 Muzeo Foundation
 NAMI Orange County
 National Fibromyalgia Association
 National Organization for Disorders of the Corpus Callosum
 Neighborhood Housing Services of OC
 Newport Bay Naturalists and Friends
 Newport Harbor Nautical Museum
 Newport Harbor Water Sports, Inc.
 Oak View Renewal Partnership
 OASIS, College Community Services
 OC Partnership
 OC Human Relations
 OC Partnership
 OCDE
 OCHCA/BHS/Cultural Competency
 OCHNA
 Olive Crest
 Operation Homefront
 Orange Coast College Foundation
 Orange County ARC
 Orange Co Asian and Pacific Islander Community Alliance
 Orange County Assn for the Education of Young Children
 Orange County Bar Foundation
 Orange County Breast Cancer Coalition
 Orange County Breastfeeding Coalition
 Orange County Children's Therapeutic Arts Center
 Orange County Coastkeeper
 Orange County Community Housing Corporation
 Orange County Deaf Advocacy Center
 Orange County High School of the Arts
 Orange County Humane Society
 Orange County Learning Disabilities Assoc.
 Orange County Musicians" Association
 Orange County Natural History Museum
 Orange County On Track
 Orange County Rescue Mission
 Orange County United Way
 Orange County Women's Chorus
 Orange Public Library & History Ctr.
 Orange Senior Center
 Orangewood Children's Foundation
 Outreach Concern
 Pacific Marine Mammal Center
 Philharmonic Society of Orange County
 Placentia Library Friends Foundation
 Planetary Science Institute
 Planned Parenthood
 Pretend City, The Children's Museum of Orange County
 Project Access
 Project Independence
 Project Success
 Project Tomorrow
 Proliteracy Newport/Mesa

Proyecto Hispano de Desarrollo Educativo
 Public Law Center
 Pyramid Autism Center
 READ/Orange County
 Recording for the Blind & Dyslexic (RFB&D)
 Red Sea Social Services, Inc.
 Red Sea Social Services, Inc.
 Rehabilitation Institute of So. Cal
 Rehabilitation of Southern California
 Royal Family Kid's Camp- Cypress
 Royal Family Kids Camp Inc
 Saddleback Master Chorale
 Saint Joseph Ballet
 Sally's Fund
 San Clemente Junior Woman's Club
 Santa Ana Chamber of Commerce
 Save Our Youth
 SBC Community Mission Services
 Sea and Sage Audubon Society
 Service Corp of Retired Executives (SCORE)
 Serving People In Need (SPIN)
 Shanti Orange County
 Share Our Selves
 Sierra Health Center
 SMEDA
 So. Orange Cty. Family Resource Ctr.
 South Coast Literacy Council
 South Coast Repertory
 South Coast Storytellers Guild
 South County Senior Services, Inc.
 SPIN
 St Francis Home
 St. Anselm's Cross Cultural Community Center
 St. Joseph Hospital/Puente a La Salud Mobile Community
 Clinic
 Straight Talk, Inc.
 Support Ability
 Surfing Heritage Foundation
 Taller San Jose
 Team Kids
 Team of Advocates for Special Kids
 Templo Calvario CDC
 The Arts & Learning Conservatory
 The Ayn Rand Institute
 The Blindness Foundation
 The Cambodian Family
 The Chance Theater
 The Circle Of Concern, Inc
 The Conservation Fund
 The Dick Butkus Center for Cardiovascular Wellness
 The Ebell Club of Anaheim
 The G.R.E.E.N Foundation
 The Gary Center
 The Grain Project
 The Kennedy Commission
 The Mardan Found. of Educational Therapy
 The National Cultural Center of the Native Americans
 The Salvation Army - Homeless Services

The SMART Foundation
 The Villa Center Inc
 The Wellness Community Orange County
 THINK Together
 Thomas House Temporary Shelter
 TKO Boxing Club
 Us Too Gymnastics
 Vanguard University
 Very Special Arts Orange County
 Veterans First
 Volunteer Center Orange County
 Windows On Our Waters
 WISEPlace
 Wishland
 Women Helping Women
 Women's AssitanCenter
 Working Wardrobes
 YMCA of Orange
 YWCA Central Orange County
 YWCA North Orange County

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