

**Portland Children's Levy
Allocation Committee Meeting Minutes
September 16, 2019 3:00 p.m.
Location: Portland City Hall Council Chambers**

The full record of the meeting may be viewed on the Portland Children's Investment Fund website: www.portlandchildrenslevy.org or YouTube at:

https://www.youtube.com/watch?v=AM0Jwfs_RU8&feature=youtu.be

Attending: Mitch Hornecker, Jessica Vega Pederson, Felicia Tripp-Folsom, Ted Wheeler (Chair), Julie S. Young.

Welcome/introduction of Allocation Committee and Children's Levy staff

Wheeler: good afternoon everyone, welcome to the Portland Children's Levy Allocation Committee meeting. I'm Mayor Ted Wheeler.

I'd like to introduce the committee members. On my left is Jessica Vega Pederson. And Julie Young who was appointed by the City of Portland and of course Mitch Hornecker our business representative is here with us today. We have the PCL staff here.

Approval of minutes from June 17, 2019 meeting

Approved with no objection

Thank you to Julie Young

Before we begin, I want to take a few moments to recognize our colleague Julie Young. She will be stepping off, now it's really loud. The voice of god. Julie young will be leaving us and on behalf of the city I want to thank you for your seven years of dedicated service to the children's levy and the families, there's no question that your participation here has led to many, many things for people in our community. I want to thank you, we're going to miss you but obviously you're not going anywhere. You'll still be here in the community. You'll still be very active and I want to wish you the best of luck in the years ahead.

Young: Thank you very much. [applause]

I just wanted to say it's been a wonderful, wonderful opportunity for me to be able to have this experience. And one of the things that comes to mind really is gratitude for the city of Portland, the voters of Portland for doing this for the children. All of the people working in organizations have my greatest respect. My colleagues on this dais which have changed over the years and certainly the children's levy staff who have been really great to work with. It's been really like a graduate course for me that I didn't have to pay tuition for.

Video of Children's Levy Mural Project

Broderick: Last winter the levy embarked on a project, we thought it would be a great way to involve the community the families and children that they serve. So, we found a wonderful partner with hacienda CDC. So, it was a great they were willing to meet with us. It was a long process. We worked with the city permitting office. We worked with the Northeast Neighborhood Coalition which represents the neighborhood. Many table meetings talking about what we wanted it to be something that was affirming and powerful to the community. We brought staff in, we brought neighborhood people in. We all sat down and then we worked with a wonderful organization called Ideal PDX, it's a group of Latino artists led by the fabulous William Hernandez, and he was the lead artist on this. During these months we formulated what kind of art and what the mural would represent. It was a big structure, 48 by ten feet. So it emerged and it took shape and during the week of August 12th what worked well is we fund the after school programs in that building and a summer camp in that building. During the week the kiddos in that camp participated with the artists. So, they did all the work that was from yea high on down. And then the artists were working on the taller features. And it was a beautiful depiction of what we came up with was figures that represented immigrants coming to America coming to Portland bringing their skills, talents, and gifts to Portland. What those hopes represent and then passing it along to future generations and to their children. And it culminated in an August 16th mural unveiling and we had lots of people there. We had wonderful food, games, face painting. It was a great celebration and a lot of people showed up. And it was really, we hope it's going to be an asset to the community and a legacy for the levy and for the artist that will live on for a while. And john did amazing videos and social media work that week and he's going to have some videos to show you and some pictures.

Coghlan: We'll work on a longer video to tell a little story. This is one of the short little teasers interviewing one of the artists. It's very quick.

Wheeler: Thank you. That's great. [applause]

Public Comment

Wheeler: All right. Next up is public comment on non-agenda items. If there's any non-agenda items come on up. It's good to see you.

Jay Bloom: Hello, my name is Jay Bloom and I'm a volunteer at this point. I'm wearing the hat today of the **Age Friendly Steering Committee** as well as **AARP State Executive Council**. It was 26 years ago I was recruited to come to this community to work at Morrison Child and Family services. I can still remember the day that dan came into my office saying he had this wonderful idea for a Children's Levy. And I was just so impressed by how well it's unfolded over these various years. Mitch, I've got a little anecdote for you that you can bring back to Meyer. I was telling Lisa earlier and a couple of others when it was first started, we were very involved in early childhood at Morrison and we were able to get the children's levy to put up a challenge grant of \$500,000 for a pilot program in early childhood. And Meyer was going to match it, the

trustees you weren't on there at that time, turned it down because they department think the children's levy would keep going. They have kept going and thrived ever since.

But my message today as part of an age friendly city we encourage you to use an intergenerational lens. Increasingly age friendly is seeing all adults and children as assets in our community. And there are a number of programs out there that already have an intergenerational perspective whether it be Experience Corps, Smart, Sage, Bridge Meadows. They're all utilizing older adults in their programming. Please if you can encourage your staff to think about that as a possible lens. Because Portland is getting older and we still have a lot to contribute so thank you for that opportunity.

Wheeler: Thanks, Jay.

Division of Resources Between Program Areas for Upcoming Funding Round

First agenda item, Lisa and John are going to discuss levy resources and recommended allocations between the program areas for the upcoming levy. And after taking questions we'll open up the opportunity for public discussion on this particular item. Good afternoon, Lisa.

Staff presented a Power Point presentation. The slides are appended to these minutes

Pellegrino: Good afternoon, everybody. Nice to see you all. I'm glad we got a chance to see a video so we could remember why we're all here to think about the kids and put them front and center.

Back to brass tacks and money matters. We're anticipating starting the funding round at the end of this month so I'm anticipating making the final set of decisions before we do that. One of the first things we have to do or one of the last things we have to do before we do that is to set approximate levels of resources for each program area. This is something we have done typically before every competitive funding round and it is now required in the ballot language that has authorized the levy, which codified some of our past practices.

Among those things in the new act that was passed by city council referring our measure to the voters:

- we are required to allocate no more than 35% of resources to any one program area.
- We're required to allocate money in each program area. All 6 have to be funded.
- Up to 10% of available resources can be allocated for noncompetitive grants for special initiatives that address multiple program areas for quality improvement supports, training and technical assistance for funded programs and to improve systems that protect children and organizations that serve them.

So, there is that 10% in that category and we'll talk a little bit more about the kind of things that fall into that and John will go over that when he talks about resources. So that's sort of the overall parameters around allocating the funding between program areas. John is going to give you an

overview of the resources, what we expect to have and what those are based on, what our assumptions and projections are based on.

Kelly: Thank you, Lisa. Our team looked at the funds on a ten-year horizon, even though we're funded for five we want to make sure things are sustainable if the levy is renewed. We came up with this number \$68.7 million for the next three years. That's the number we're recommending be put out in the RFI for the competitive funding.

That includes \$9 million in fund balance. Despite our best efforts we don't always get it out the door. So, we have funds that are sitting there and our plan is to get that out in a steady way, we wouldn't want to put that all out at once. So, we're putting out 9 million of those dollars.

We also have the small grants fund which is competitive funds and that's a set aside of about \$1 million. And then it's the non-competitive funds and administrative expenses.

A couple of things not on the slides:

- projected tax collections are about \$72 million over the next three years. And those have been pretty reliable historically barring major disruptions, like what happened in 2008. It took about 3 or 4 years for that to hit us interestingly. Some of you may have been around, we were fine, fine, fine, and then we had to actually reduce grants at that point.
- About \$1 million as I mentioned for small grants.
- And setting aside a little under 10% of available funds for noncompetitive grants. We did a look at one of the things that are out there and the things you all know about that we currently do is the community childcare initiative is significant. That is about \$1.6 million this year. We are talking about continuing in that vein. Things like training and technical assistance, quality improvement work, system improvement work, and then of course the 10% for the noncompetitive.
- And so, we anticipate about \$3.6 million in admin spending over the next three years and that will of course keep our admin under the 5%. 4.8% is the number we're shooting for through fiscal 2023. Questions on that? Okay.

Pellegrino: Okay so looking at that \$68.7 million in competitive funding, now your job today is to figure out how to divide that up in the RFI's. We try to give people a sense of how much money is there in figuring out what their request will be.

In developing staff recommendations in how to apportion those resources we looked at three separate things.

- The first is on the screen there and that's over the last six years. That's a combination of expenditures in the last five-year period that's been closed and the renewal grants you made for one year. Those are just grants, they haven't been spent yet obviously. It's a little bit of a mix between actuals and budgets if you will. So that gives you a sense of how resources have been divided. I realize many of you know early childhood was higher in that period when we had additional resources and the committee came together to allocate those resources they allocated a significant amount to early childhood expansion of existing programs. That's partly why that percentage was higher in that period.
- So, we looked at that and we also looked at the community engagement results. When Kheoshi Owens was here delivering results on the community survey. One of the things

was what did they rank the most important to them. So, I want you to take this in its context. It was 500 people who responded to that survey, it is a part of our community but not the entire community. But people's preferences are reflected here. People were asked to rank the areas, the program areas we funded 1 to 6. Early childhood is the highest. Hunger relief and child abuse are close then after school, mentoring, and foster care. That gives you a sense of the community that responded to that survey thought.

We looked at that and we also looked at a number of other policy factors

- One of which was not recommending huge shifts in investment areas because we didn't see reason for that or support for that in any of the factors we looked at.
- We wanted to make sure that each of the program areas received some portion of the projected additional resources so we are imagining having about \$5.66 million extra above annual investment levels so our current investments are about \$7.24 million. We're imagining having about \$5.66 million more than that each year for that three-year period. That gives you some scaling on the extra, at least that's projected.
- We wanted to assure early childhood investment remains the largest investment category because it was number one on the survey and also it's the best bet for improving outcomes down the line.
- We wanted to concentrate additional resources in child abuse and hunger relief since those were highly prioritized in the community.
- There's also a new strategy in Foster Care to be funded. If you recall you all approved in response to community engagement results a strategy that's going to support more family stabilization to stay out of the child welfare system.
- We also heard that transportation was such a huge theme and after-school transportation tends to be the most expensive because it serves the largest number of kids. If there's additional transportation dollars that's going to likely increase peoples requests.
- And we wanted of course to be sure that nobody had 35% of the available funds so that's reflected in our recommendations.
- We wanted to assure that each program area if you will had enough investment remaining in it that they could sustain the current level of investment plus some projection for inflation. So, you never know what inflation is going to be. And also keeping in mind people's expenses often go up faster than the inflation rate due to many other factors locally.

So, thinking about that to make sure there were additional resources in each category to absorb that so we're not decreasing our investment in any particular program area. So, we look to all of those factors to come up with the numbers you see on the slide today and on the backs of the agendas for the folks who are here.

Those were the percentage recommendations that we are making.

- 31% for early childhood.
- 20% for child abuse.
- 19% for after school.
- 11% for hunger.

- 10% for foster care.
- 9% for mentoring.

The staff proposal is included as a slide on the Power Point presentation.

That preserves and accomplishes all of those objectives that I just went through. Obviously those priorities can be different.

One thing to keep in mind with those, these are guidelines. You're going to divide up these resources and put them in the RFI's. When you come to make your final decisions you'll have applicants, scores, and a lot of other data in front of you. You can make and the committee last time did make small adjustments of funds based on what the pool of applicants were in these program areas. It's not set in stone, we always say this is approximately the resource in this category, but I want you to keep that in mind it's possible to shift resources based on what comes in the door. You can never project who and how many people apply in any given category.

Wheeler: Thank you, appreciate it. All right, we're ready to take public comment. All right, very good. Then if there's no further discussion, are we ready to vote on that guidance? I'll entertain a motion.

Do people have discussion or questions or anything?

Hornecker: Yeah, I'd first like to thank the staff for doing such a great job. And I thought it was really helpful and it's nice to know we have more money to spread around and I guess we can thank the local economy for that. Can't think of a lot of other problems it's created for us.

But I'd like to advocate for a larger percentage to go to foster care. As I think about foster kids, every one of the kids that received PCL funding is deserving. Foster kids have been traumatized in their biological household many times, they've been failed by the state, and tragically many times they are again failed by their foster parents. They have nowhere else to turn except to the state or the public for support. They have no other support system and they are truly wards of our community. I think we've been reading about all of the missteps from shipping them out of state, the hardest ones to serve to overworked social workers who can't keep up with their caseloads, etc., etc. I just feel like with all of that background I would like to see more of these new dollars moved into the foster care category.

Vega Pederson: I was just curious if you had any suggestions on how you would like to see the reallocation done?

Pellegrino: For scaling as people try to think through this, one percent would be \$687,000. So, if you move 1% that's about how much money you're moving. It's easier to keep track that way.

Hornecker: For me, I don't have a hard number. But I wouldn't be troubled at all if child abuse, after-school, and foster care were on par with what we're spending annually. How that would work out with the math, I dare not attempt it in my head.

Young: My thoughts on that and I absolutely agree that children who are experiencing life away from their families, this is really a dilemma and it's not something that we've done a good job in how to address. At the same time I continue to think it's really important we keep our eye on

going upstream and providing services to children in early childhood and the child abuse prevention area to prevent those foster care situations from increasing.

I'm not opposed to providing additional funding in the area of foster care. But I would be really reluctant to see that we start playing with those numbers if we're going to be taking dollars away from areas where we can really support children where they are. And I hear what you're saying about after school, mentoring, and foster care, but even the mentoring and after-school programs I think can be wholistic in a way that can help children and certainly can include children who are in foster care. They're not being excluded from those opportunities.

So, I went back and looked at how we did with foster care allocations in our last cycle and if I'm correct there were new initiatives. Is that correct?

Pellegrino: There were definitely new programs that applied in foster care. In some cases it was an increasing or expanding program that already existed, in some cases it was a new program. So, it was kind of a mix.

Wheeler: I want to speak to some of the dysfunctionality in our state. I agree with Mitch for a different reason. I spend a lot of my day talking about homelessness and people living on our streets. When you look at the youth on our streets an awful lot of them are coming from the foster care system. That is a failure of the foster care system.

In my opinion I believe every kid should have a transition plan from foster care into either employing or housing or some other stabilized position and they don't.

On one hand I want to spend more of the resource on addressing this population that we're seeing on our streets. This is a serious population is a group of kids who have fallen through the cracks. They have literally fallen through the cracks. We have failed to create a system that gives them the transition they deserve.

On the other hand, I am reluctant to continue to take up the slack for a failed foster care system at the local level. I'm tired of it. Because we're playing catch up on mental health, we're playing catch up on addiction services, we're playing catch up on a whole host of other areas where we keep spreading our capacity to do the kinds of things that we can do thinner and thinner and thinner at the local level.

So maybe there's an opportunity to take a look at this in the shorter-term time frame because I see it as a crisis on the streets. But back it up with a real acknowledgment that we're going to continue to work and move upstream to address this issue. We can't just keep holding up the entire safety net system at the local level. We're really, really lucky and fortunate we have this resource. You Lisa and Commissioner Saltzman and others who paved the way for it, we're lucky. But we should expect the rest of the system to do its job too.

Pellegrino: I mean I think the recent audit from DHS and several lawsuits have come out of it. I think people are trying to do that.

Wheeler: It was unattractive.

Pellegrino: I think people are trying to move the levers that they have. But I agree, it's been a very slow to no progress often at the state. I think it is kind of up to you about what you see as the best way to address that. Some of what came through in the child abuse prevention, kind of

to Julie's point from community engagement is we need to be able to stabilize families so they don't get involved in child welfare. That's a huge need and DHS doesn't have enough resources to do that either. It's both-and usually.

Wheeler: It is kind of a Holden Caulfield moment.

Hornecker: I totally agree with you, Mr. Mayor. And the reality is foster care is a feeder and we're going to pay for them when they're homeless adults on our streets. So I could argue it's a good investment. But I too like you could not be more frustrated with Salem and its lack of resources and support for not just the underage kids but all struggling communities not just Portland that are struggling to provide a safety net. So I appreciate what Julie says but I'd still like to see some more money addressed to the foster kids.

Tripp Folsom: I think the dilemma is when you look at the way it's set up for foster kids there isn't any other state agency that depends on volunteers to make it successful, right. When you look at it, a foster kid needs families. There is not any other agency within the state that requires that level of volunteer commitment.

And one of the reasons I happen to agree with Mitch is there needs to be more innovation and thought of serving a population that can't advocate for itself. So I get where Mitch is coming from. I don't know what the answer is but I happen to agree with you.

The state we've been in crisis, but do we leave the 11,500 kids without something. And so I went back and looked as well at the funding sources as well. Julie. I think there has to be some sort of cross collaboration that we can do. But Mitch, I support you on this one, there has to be something more. We can't keep looking at the papers especially when we have this resource and we have these amazing non-profits in this county that are so good at serving our young people and so I understand where you're coming from.

There is that dilemma, mayor, you're right. And coming out of housing, you're right, if we don't address it it's just going to be more and more young people on the streets. We're going to pay for it somewhere.

Vega Pederson: So I appreciate first of all the work that the staff did in getting us to this point and having a starting point to have this discussion. I really support everything that's been said in terms of, I think the critical nature that our foster care system is in this state. I know there's work being done right now to try to address it. But it feels like we're getting water out of the boat with a teaspoon when the whole boat is sinking.

But I think that based on what was said earlier, Lisa, in terms of the after-school program, the bump they're really looking at some of the transportation needs and an estimate about what that might entail, we don't know exactly what that is going to be. So there might be some other room there. And then the child abuse with the additional, we have the additional program supported. There might be some area there.

What I don't want to see though is for us to cut the budget for any one area below what it was in the last granting cycle. I think that would be, I would like to see some increase for all of them in that way. But there may be some room to maneuver I think in some of the areas.

Hornecker: I would be comfortable taking our unallocated down from \$1.65 million to \$1 million and throwing it into the allocated. I agree with you that nobody should back up. What we're really talking about is spreading the new money and so we just have to figure out. I would personally like to see hunger relief and mentoring have some of the new money but just move foster care up to a more robust allocation without penalizing them.

Pellegrino: The allowance in the law is up to 10%, so we just left that slightly under. But you don't have to leave 10%. That's more of a choice. So again we were leaving some there in case you want to increase. In November we'll be able to bring the community child care initiative to you for a whole review and look ahead on that one.

We are leaving some resource in case people want to change the level that they're supporting child care because that was the number one priority in early childhood. But the way that we address that priority is through that community child care initiative that supports networks as well as providing subsidy for parents to get quality care. That's essentially why we were holding that out. We will still be able to fund that at the same level even taking this resource from there. I'm not rendering an opinion, I'm just telling you that's what it is.

Hornecker: Well as I look at the numbers if we move foster care up to 15% of the recommended allocation and we move the 650,000 out of the unallocated mentoring and hunger relief would still have robust increases.

Pellegrino: Yeah, you have to change the pie so the percentages are going to look different if you add to the pie.

Hornecker: They're going to have probably still close to \$2 million increase from mentoring and more than that for hunger relief.

Pellegrino: Yeah, I mean those numbers would be the same or approximately in terms of increase. If you add to the pie you just want to make sure whatever is added gets added to foster care is what I'm hearing you saying.

Hornecker: I'm also saying I don't think \$650,000 would be enough. I'm talking about taking the \$650,000 plus 1 or 2 basis points from mentoring and hunger relief. Whatever it takes to get foster care up to 15% and whatever that works out to be, my point was mentoring and hunger relief will still see robust increases in their allocations.

Right now mentoring is 9%, am I reading this right? And the current investment is 4.8 million over three years. If we give it 9% in this new budget it will be 6.1 million. So that's a robust increase.

Pellegrino: 27%.

Hornecker: If we change that to 8% or 7.5%, it will drop its increase from 27% to 20 something percent. Still I'm saying it's a robust increase. And hunger relief the numbers will work out bigger than that. All I'm saying is if we move foster care to a 15% increase, no program is getting held back. Nobody is going to lose money compared to where they stand this year. The only way you could quote unquote say they're losing money is from staff's proposed increases, right?

Pellegrino: Okay so I could sit here and maybe the wise thing to do is to sit here and make sure, I want to make sure these are changing the pie/

I was just thinking I want to make sure that I understand. Because we're trying to publish in two weeks and we want to know how you want it divided and I want everybody to understand what those numbers look like before you take a vote. I would maybe want to run that before you do that.

Wheeler: That would be helpful.

Pellegrino: How about we hold that, we'll go quickly with the computer and we'll have Meg and Lisa tell you about the other decisions you have to make which are around the RFI, more the text and the scoring and the things that are not about the money.

Wheeler: So if I could ask, Lisa, since we had a pretty lengthy discussion since the last time I asked if anybody wanted to testify on this matter, let's ask again now that we've had that conversation is there anybody who wants to testify? Come on up.

Public Comment

My name is Dr. Joseph Tietz. I am the Executive Director of Pathfinders. We are a recipient of services, not in the foster care area, but in criminal justice. I am a foster parent and I worked for a national foster youth organization.

I too think the state of Oregon has done an abysmal job in sort of allocating the resources appropriately. So my concern is just by blunt instrument of adding dollars without sort of that sort of dilemma you were talking about in terms of holding them accountable.

I know that the Casey Family programs, which is a national organization that partners with states and also with nonprofit organizations that work in terms of systemic innovation. Is there a way, and I don't want to be presumptuous, is there a way to do an innovative matching grant? That doesn't just throw money, but says PCL is prepared to allocate additional resources provided the state comes up with x, y, and z.

That may not be the purview of PCL to get in that kind of complicated equation. In California we did that in some counties. In those counties to generate resources, they received innovation grants. They set the example for other counties to do the same. And that was matched with other dollars. So it's sort of a hybrid of holding some accountability. I don't know if that's possible in Oregon or if that's even within your purview.

Wheeler: Thank you, appreciate it.

Program Area Requests for Investment (RFI)

Wheeler: Okay. So Lisa and Meg, you can come up and discuss some of the features of the draft RFI's, which have been on the Levy website for a number of days for review. I think it's been up since last week. And after any questions we'll open this up to public discussion as well, public comment. Good afternoon.

Hansell: Great. Thank you.

So at this point in the meeting we'll be asking for your approval on the program area request for investments or RFI's. Before we get into all of this we'll provide a brief overview of the RFI work that's been done to this point and then we'll discuss the distribution of the remaining points in

the program area RFI's and how those were distributed and then give an overview of the RFI instructions that have been prepared.

As the mayor said you'll have a chance to ask the staff questions, discuss it, and also hear public testimony before you make decisions about this.

So just a bit of background, in June the Committee approved the templates, section one and section two and the score forms. Section three of the templates was not yet prepared so over the summer staff has prepared that section and also the score forms that go with that.

Using the completed templates, staff has created the program area RFI's that were posted last week and also developed the RFI instructions. As has already been mentioned, those have been posted and Allocation Committee members also received those materials last week.

Staff had intended to have a written feedback opportunity for the public to comment, but given the short timeline and turn around and amount of work that went into developing those program area RFI's there simply wasn't enough time. But you will have an opportunity to hear public input today.

After today's meeting, hopefully with the RFI's all approved, they will be published on September 25th.

- To refresh everyone's memory: there are three sections in the RFI. The first section is organizational capacity and commitment to racial equity, diversity, and inclusion. That section of the RFI is worth 36 points.
- The second question is proven program design and effectiveness. That area is worth 54 points.
- The third section is program budget and budget narrative worth a maximum of 10 points.
- A total score possible of 100 points for each application or RFI.

The one section that has been customized in each of the four program areas is in section two, the proven program design and effectiveness. And the template included 50 points and so there were four additional points that could be customized for each program area. And those four points were used to address the program area features and or anything else unique to that program area.

On page four of each RFI is a list of all of the desired program features. Just as a reminder those features came through from the community engagement that was done.

So the kind of things you'd find in features are:

- focus on specific kind of populations,
- the language and the culture of staff,
- how programs are incorporating participant voice,
- adult to child ratios,
- service hours, and
- transportation
- as well as staff training for the particular program areas.

So those are the common kinds of things that you see in the features.

So in the materials that you received and also on the back of the agendas is a chart that shows you the breakdown of how those four points in each program area were spread.

The chart is shown in the Power Point presentation appended to the minutes.

Hansell: The first column is the subsections of that section two and then the template points or the next column shows what the maximum points were from the template. And then each of the program areas are in the columns to the right and you can see where there's a difference or variance from the template.

You'll notice that the point differences in the subsections vary more in hunger relief. That's primarily because in hunger relief we're not requiring the programs to report on outcomes or participation or minimum dosage in those program areas because we're really looking at people getting the resource, that they're getting access to the food and they're coming to get those services when they need those services. So instead we're looking at the amount and type of food resources that are provided, the number of people that are accessing those resources, usage patterns, and attendance at workshops or classes that may be offered. Additionally a really important piece of hunger relief is the outreach and making sure that people in the community are aware of the resource and how to access those resources. So that's more the focus in that program area RFI.

Questions about how the points were distributed or how we went about doing that? Okay, I'll turn it over to Meg.

McElroy: Thanks. So with each of the draft RFI documents that are out there, there are basically two parts. There's a set of instructions and there are four discreet kind of pieces within those instructions and then there are the RFI questions and some other materials that people will be expected to submit.

So Lisa just went over the RFI questions in those three sections that comprise the applications that we'll receive. And I'm going to talk about the instructions that guide applicants through how they need to complete and submit their applications and what to expect through the funding process.

So the instructions are really the way in which we are operationalizing and communicating to applicants, many of the decisions you all made this spring. So I'll walk you through what that looks like.

As you noticed there are four parts to the instructions.

- The first part looks at the general background on the Levy itself and outlines the program area strategies that will be considered that applicants can apply for funding in that program area.
- The second section walks them through funding requirements.
- The third section is how to submit an application and what the required components are.
- The fourth section outlines the funding process.

So I'm going to highlight now kind the main things that folks need to know and that you all will want to know about each of those four parts.

So in the background section and the part that describes the program area strategies it helps applicants understand who the Portland Children's Levy is generally. And for each program area it gives the applicants some data points from our last 2014 competitive funding process so that they can understand contextually what the applicant pool looked like, the total amount of money requested compared to what was funded, the average amount of funding that was awarded to a given applicant. Again we had some slides prepared to walk you through those levy level data but we don't have them.

Some of the things I remember off the top of my head:

- In 2014 we received 122 applications and funded 59 of them.
- For every \$1 we were able to reward there were \$2.54 requested. So we basically funded 39% of what was requested based on available resources.
- And on average an applicant received 71% of their request.

So we have sort of some program area stats in each of the RFI's to help people understand what it looked like last time. And knowing that based on whatever resource decision you make at the end of this meeting will inform what applicants decide to ask for.

And then also in that section of the instructions are the specific program area strategies that applicants can apply for funding and those program area features that we're looking for in any given strategy and that informed the distribution of those four points in each program area.

The second section on funding requirements helps applicants understand the minimum and maximum annual grant amount that they can apply for.

The minimum is \$65,000 annually.

The maximum is \$675,000 annually.

And those are based on the 2014 minimum and maximum grant levels that were set by the Allocation Committee at that time, plus increases over time for the cost of doing business.

Total Levy requests by any applicant agency cannot exceed 30% of their organizational revenues from the last closed fiscal year. That means that for an organization who wants a minimum grant they have to have at least \$270,000 in organizational revenues from the last closed fiscal year.

The funding requirements section also

- Outlines the age range of the eligible service population which varies by different program areas.
- The requirement that beneficiaries of the funds be residents of the City of Portland
- Indicates that the grants are for a three-year period,
- discusses which kinds of organizations are eligible to apply and
- informs applicants that they will if they're successful they will have to adhere to City of Portland contract agreement requirements like liability insurance levels and equal opportunity employment regulations.

The third section of the RFI instructions details to applicants how they can submit their applications and helps remind them of all of the materials that are necessary for their submission.

And then the fourth section

- really details out for them what the funding process will look like. So that's the part where we tried to communicate to applicants many of the policy decisions that you made in the spring.
- It helps applicants understand how they can submit questions while they're preparing their applications to Levy staff and how we'll respond to them and how we'll share those written questions and responses widely to all potential applicants.
- It walks them through how their review and scoring process will operate,
- It communicates to them how staff will use, which criteria staff will use to make their recommendations and I'll talk a little bit more about that in a minute.
- It reminds them and describes for them that they may offer testimony about their application in a written format and in video format and how that will be done.
- It outlines the advocacy with you all is prohibited during the funding process. So once we publish the RFI until you make your funding decisions.
- It lets them know the final funding decisions are at the approval of Portland City Council.
- It reminds them of public meeting law requirements which you all are subject to and
- Informs them how they'll be notified of their award if they're successful.

Also included in the instructions is a set of definitions for the demographics tables the applicants will complete in different parts of their application.

Any questions on that before I talk a little bit about our staff recommendations criteria? Excellent.

Staff Recommendations Criteria

So one of the recommendations that came out of the PSU team that reviewed our grant making process was to be more transparent about the criteria staff use to make their funding recommendations next spring. So we published that in the RFI, in the draft.

- And our main criteria or our main priorities will be to recommend highest scoring applications in the program area and
- balancing the portfolio of investments so that we're ideally addressing all of the program area strategies and all of the priority populations.

So we may not always recommend a highest scoring application depending on how well it speaks to a balanced portfolio.

Other reasons we may not recommend a high scoring application or reasons we may elevate a low scoring application have to do with the following types of reasons:

- if the applicant doesn't meet some of the funding requirements that are published in the RFI.
- if we're trying to balance the offering of the service strategies that are proposed and assure access for services across priority populations.
- if we're concerned about the scale of the proposed program being inconsistent with the organizations experience,
- if there is rapid or large-scale expansion proposed or

- if there's limited experience operating the proposed program particularly with the proposed population.
- if the program is substantially higher in cost per participant than similarly proposed programs.
- if the applicant is a past PCL grantee and we have serious programmatic performance concerns of if they have done an excellent job, those may come into consideration.
- and then in foster care we have criteria about how the applicant demonstrates adequate connection to DHS child welfare.

Staff's recommendations about amount to fund for each applicant that is recommended will have to do with

- the applicant's total grant request
- whether we are recommending all of the components proposed
- the scale of expansion that the applicant proposed and
- again, making sure that we have a range of services for various, priority populations in the program area.

Any questions on those criteria? All right, that's a lot that we just covered. So public testimony options are limitless.

Wheeler: Very good. Who would like to testify?

Public Comment - None

Okay, further discussion on this item? We'll need a vote on the key features of the draft RFI's, is that correct?

McElroy: Yes, it would be great if you could vote essentially on the drafts of the program area RFI's that we provided to you.

Wheeler: Just for clarification, voting on the draft, then what's the next step?

McElroy: Next step is finalizing the amount that you will allocate to the program areas because that will go into the RFI..

Wheeler: So by voting we are making these the final RFI's, is that correct?

McElroy: Correct. Thank you for that clarification.

Wheeler: I'll entertain a motion and a second.

Hornecker: So, moved.

Vega Pederson: Second.

Any further discussion?

Proposal to adopt the Request for Investment documents as drafted by staff to make them the final Request for Investment documents.

Vote: All in Favor.

Wheeler: The motion carries.

Division of Resources Between Program Areas for Upcoming Funding Round

Pellegrino: So the pie was made bigger, that's what the first step was to add the resources. Just to be clear where we are coming from, staff took 10% of the noncompetitive, you're allowed to allocate 10% noncompetitively for those sets of initiative I have.

There's money Mitch wants to move out of that category and put it in the competitive round. Taking that \$650,000 that was added to the to the pie and applying the percentages you suggested, Mitch, which was keeping child abuse and early childhood the same. Decreasing hunger relief and mentoring by a point. Decreasing after school by three points. And increasing foster care to 15%. You have the results over on the right.

So the percentage increase, each category of funding is still increased as you can see where John is pointing there. The increases in after school and mentoring are small, they're going to bump up against inflation depending on what inflation. But still the dollars would be increasing. You're going to be increasing foster care investments almost by 100% doing that.

Tripp Folsom: If the committee wants to look, what I'm doing is page four is a good comparison of our notes. So you can go back to 2014 so you can really see the allocation that Lisa is talking about. For the audience it's page four that's what we're comparing.

Pellegrino: Are you talking about the percentages that were awarded in the previous --

Tripp Folsom: Yeah. I'm just looking comparing to make sure that we haven't lowered anything.

Pellegrino: Just to refresh people's memory because we did put that slide up before. The percentages, again this is looking over the six-year period, keeping in mind we had actuals and you have a mix of numbers there. Those percentages were:

- 34.8% for early childhood
- 18.4% for child abuse
- 18.4% for after school
- 10.2 for foster care
- 9.7% for mentoring
- 8.6% for hunger relief

That's what was allocated last time.

When hunger relief was a new program area the committee allocated fewer resources because they didn't know what to expect. That didn't know what sort of programs would come forward, what needs, what evidence. So that was the reason for the committee allocating a smaller amount. We heard in community engagement that people prioritized that, so staff made their recommendations based on that.

Vega Pederson I have a question looking at either the back of the agenda or page four, the early childhood really shouldn't have any difference between what we're looking at and what's on this spread sheet?

Pellegrino: It would be because the pie is larger. The dollar amounts will be different because you've increased the pie. The percentage is the same but the dollar amount is different because we've made the pie larger.

Tripp Folsom: From \$68.7 million to \$69.35 million.

Pellegrino: When we had the pie smaller and early childhood was at 31%, the total investment would be 21,297,000 and there it is 21,298,000.

Vega Pederson: Was your intention to add the addition to the whole pie or directly to foster care?

Hornecker: To foster care.

Pellegrino: You want to take the money, you want to put it in foster care.

Vega Pederson: The reason I say that is then I think the hit to hunger relief isn't as hard if we're not making the whole pie bigger and changing the percentages but if we're just adding in one place. It might not be 15% then but it would still be additional dollars.

Hornecker: I think with the numbers to get to ten like Lisa said it's almost doubling and that's only \$650,000. So we have to use some of this allocation to move it substantially.

Vega Pederson: But I think that for me, how you explained it, in my head I was thinking that the percentage for instance for early childhood would go down slightly. It would come down equally from different percentages.

Pellegrino: It's really taking a different approach to allocating the funds. I'm not sure we'll get this to work really easily right here. Because the way that the committee has approached it in the past was to take the pool of resources and divide it by percentage. That was kind of the way that they approached it. And that's sort of what the law directs you to do is divide up the money between program areas.

So if you're looking at dollars versus a percentage that's going to change how you do it. So we have typically looked at percentages not dollars because keeping in mind that dollars change. The economy's projections are rarely right. They're usually off one way or another behind or ahead. So the percentages kind of keep you in line, keeps your priorities in line regardless of how the dollars might change. Because we are going to get another forecast in January, I can't say these dollars will be exactly the same. You can do dollars but that's your danger, okay. So you could instead just look at instead of doing percentages as they look at here we can, I don't know how you would do it.

Kelly: What I just did is just added the \$650,000 to foster care and that's the new set of percentages. The percent increase on the far right is still accurate. So we could, it's kind of a complicated problem.

We could move dollars around the buckets and see what it does to percentages. That's just throwing the 650 in so that gives you that.

Pellegrino: Okay. So it bumps it to 11. That's what I was hearing is you wanted the 15. I heard you say two things, you wanted the additional 650,000 plus you wanted to add it up to 15%.

Hornecker: I was just trying to find the money to get it to 15. So could I live with this yeah, because it's better than it was. Would I like to see foster care a little higher, yes I would. So I don't know how the rest of the committee feels.

Pellegrino: Would you be willing to wait to see what your field of applicants is to try to, you have the chance to move money around once you look at the field of applicants in the decision-making meetings which is what happened last time. Not huge amounts of money but people moved. \$200 to \$300,000 between categories.

McElroy: The only thing I wanted to remind everybody is the prevention and intervention includes intervention. So you could consider sort of seeing which applications come in in that category as well as foster care and thinking about how to balance those two portfolios of investment together considering the issues that are being raised. That's just another option.

Young: I would also comment that I appreciate the person speaking from the community, thank you about possibly finding out if there are other ways that we might be able to leverage or support funding. And considering that this could be something that is in our noncompetitive grants area. There still is a way to say that we can support foster care opportunities that may be coming forward elsewhere in the community because yes, there are conversations because we're not, fortunately we're not the only ones who are fed up with how things are. So there may be an opportunity that we don't know of yet.

Pellegrino: That's part of why those resources are held there for that exact issue.

Tripp Folsom: So Mitch, would you be happy with a compromise as we left this as 11% and then when we go to the allocation round seeing about moving it around after that?

Hornecker: I would. **So, moved.**

Tripp Folsom: Second.

Proposal to Allocate Funds among the Program Areas as follows:

Early Childhood	31%	21,297,000
Child Abuse P&I	20%	13,740,000
Foster Care	11%	7,520,000
After-School	19%	13,053,000
Mentoring	9%	6,183,000
Hunger Relief	11%	7,557,000
Total	100%	69,350,000

Wheeler: Very good. Further discussion? Anybody have a burning desire to testify on this matter before we cast a vote? All in favor vote aye.

Vote: All in Favor

Motion carries.

Wheeler: Opposed? All right. So we have our allocation and we have our six RFI's. We're making good progress here today. So this will be a good way to move to the next item. Lisa will review the funding timeline and tell us about the next steps. Good afternoon, again.

Review Timeline and Next Steps in Funding Process:

Timeline is appended to the minutes

Hansell: Nothing to vote on with this just an update here.

- So, as we mentioned a couple of times now the RFI will publish on September 25th, thank you all for your approvals.
- We'll have two preproposal conferences on October 9th and 10th for the applicants or potential applicants to come and learn more about the RFI's and specifically to ask questions of staff at that time.
- The applications will be due on November 20th right before Thanksgiving.
- We will have reviewer trainings at the beginning of December and
- the review period will go through the end of January.
- Staff recommendations will go to applicants as well as the Allocation Committee by March 1st.
- Applicants will have the opportunity for testimony both written and video in March and early April
- funding decisions being made at two funding decision meetings in April.

And the updated timeline has been posted to our website this morning. So all of that information is there. Is there any questions or comments about the timeline?

Update on Reviewer Recruitment

Hansell: The next item is an update about the reviewer recruitment. After the you all approved the prove last spring, we started doing recruitment through social media and also through our newsletter.

The process includes an online application or sign up form where we ask potential volunteers to share information about their experience with equity, diversity, and inclusion as well as the program areas that PCL funds.

To date we have 25 people in the reviewer pool. And we'll begin our focused outreach later this month and just as a reminder we anticipate needing about 75 to 80 reviewers. The actual number will depend on applications we receive in each of the funding areas.

Update on Hiring Process for Small Grants Fund Manager

McElroy: Happily we are making great progress with welcoming a new position into the Children's Levy team. Our small grants manager position recruitment period closed. Based on

how City Human Resources set up that process, we did receive 75 applications. They are reviewing those for minimum qualifications. Then they'll send them on to us.

First rounds of interviews will be the end of September, the week of the 30th.

A second round of interviews will take place the week of October 14th

We hope to have the new Small Grants Manager on board by the next Allocation Committee meeting on November 4th.

So just as you all catch your breaths and wrap up this big competitive process next spring, that person will probably be coming to you poised to make a whole new set of policy decisions and set parameters for a small grants funding round. So exciting times ahead.

Wheeler: Very good. Excellent. Thank you. And I'd like to thank everybody from Levy staff for planning and executing the upcoming RFI process. This is all very exciting.

I want to thank Julie again for a tremendous service. It's not enough just to say thank you for the time, energy, and passion you put into this. But in lieu of a big bonus check we're keeping it honest all the way to the end.

And of course for those of you who are interested and I assume most of you didn't come for the good humor, the Levy will have the rfi's and other information posted on the website on September 25th.

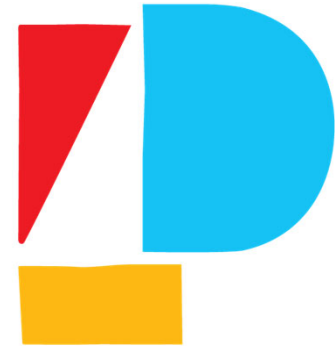
And for my colleagues, minus Julie which is kind of sad, we'll meet next on November 4th.

Thank you for your service.

Adjourned 4:20 pm



**portland
children's
levy**



**Allocation Committee
Meeting**

Program Area Allocations

- Resources for competitive funding round
 - \$68.7 million over 3-year period
 - Includes \$9.12 million in fund balance and projected tax revenues for 2020-21 through 2022-23
 - Funds reserved for small grants fund, non-competitive grants and administrative expenses

Program Area Allocations

Program Area	2014-15 – 2019-20 (6 years)
Early Childhood	34.8%
Child Abuse	18.4%
After School	18.4%
Foster Care	10.2%
Mentoring	9.7%
Hunger Relief	8.6%

Community Engagement Results

Community survey asked respondents to rank program areas in order of preference for investment

Program Area	Average Rank
Early Childhood	4.3
Hunger Relief	3.7
Child Abuse	3.6
After School	3.3
Mentoring	3.1
Foster Care	3.0

Recommended Allocations

Program Area	Current Investment (3-years)	Recommended Allocation Rate	3 Year \$ at Recommended Allocation Rate	% Increase in Investment Level at Recommended Rate
Early Childhood	\$18,488,223	31%	\$21,297,000	15.2%
Child Abuse	\$8,408,100	20%	\$13,740,000	63.4%
After School	\$9,949,752	19%	\$13,053,000	31.2%
Hunger Relief	\$4,706,943	11%	\$7,557,000	60.6%
Foster Care	\$5,309,961	10%	\$6,870,000	29.4%
Mentoring	\$4,868,151	9%	\$6,183,000	27%
Total	\$51,731,130	100%	\$68,700,000	

RFI Sections and Scoring

2019 RFI Template: Scored Sections of the Application	Point Value
I. Organizational Capacity and Commitment to Racial Equity, Diversity, and Inclusion	36 points
II. Proven Program Design & Effectiveness	54 points
III. Program Budget and Budget Narrative	10 points
<i>Total</i>	<i>100 points</i>

RFI Section II: Program Area Features

Section II. Program Design and Effectiveness	Template Points	EC	M	AS	CAPI	FC	HR
A. Program Summary and Connection to Applicant Organization	3	3	3	3	3	3	3
B. Population to be Served	8	8	8	8	8	7	8
C. Outreach and Recruitment of Population to be Served	3	4	3	5	4	5	6
D. Program Design	5	5	6	5	5	5	6
E. Explanation of Program Design	13	15	15	14	14	15	17
F. Program Results, Quality, and Improvement	18	19	19	19	20	19	14
TOTAL	50	54	54	54	54	54	54

RFI Instructions

- Reflects Committee policy decisions from spring 2019
- 4 parts: Background/Strategies, Funding Requirements, Application Submission, Funding Process
- 2014 Funding Round Context
 - 122 applications received, 59 funded (48% of applications)
 - 14 applications did not meet minimum score (11%)
 - \$83,424,194 funding requested, \$32,881,078 awarded (39%)
 - \$2.54 requested for each \$1 available
 - On average, funded applicant received 71% of \$ request

RFI Instructions

- Annual grant minimum \$65k, max \$675k
- Total PCL requests not exceed 30% organization revenue
- Age range to serve by program area
- Question/Answer process during RFI period
- Testimony options for applicants
- Advocacy prohibited during funding process period
- Staff criteria for funding recommendations

Funding Process Timeline

- RFI Publication – 9/25
- Pre-proposal conferences – 10/9 & 10/10
- Applications due – 11/20
- Reviewer trainings – early December
- Staff recommendations to applicants and AC by 3/1
- Applicant testimony opportunities (written and video) in March/early April
- Funding decisions by end of April

The complete timeline is posted on PCL's website.

Tentative Schedule for PCL Funding Process, 2019-20

Action	Dates	Notes/Time Period
Publish RFI	9/25	
Pre-proposal Conferences	10/9 & 10/10	<ul style="list-style-type: none"> 10/9 from 1 - 2 pm at Midland Library, 805 SE 122nd, Portland 10/10 from 10 – 11 am at Water Bureau Auditorium, 664 N Tillamook, Portland
Application Due Date	11/20	
Review Period	12/4 – 1/31	
Staff Enter Scores and Develop Funding Recommendations	1/31 – 3/1	Tally final scores for all applicants, prepare application data spreadsheets by program area, assemble reviewer score forms for applicants, develop funding recommendations. Staff recommendations sent to Applicants and Allocation Committee by 3/1.
Applicant Written Testimony Due	3/18	Applicants submit written testimony in response to staff recommendation
Materials to Allocation Committee	3/20	Materials include: spreadsheets, summaries, staff recommendations, written testimony
Video Testimony Taped	Between 3/20 – 4/3	Applicants will be notified of video testimony schedule and locations in February; 3-4 dates/locations. Video testimony sent to Allocation Committee by 4/8.
Funding Decision Meetings (3 program areas per meeting)	By 4/30	Applicants will be notified of meeting dates and times by March 1.