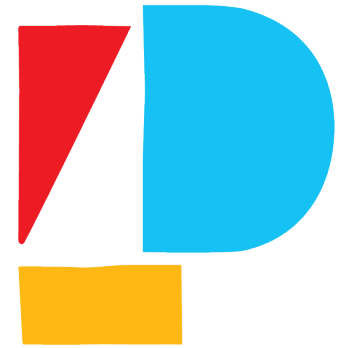




# portland children's levy



**Allocation Committee  
December 14<sup>th</sup>, 2021**

# Small Grants Convening

- **Presentations from 3 speakers**
  - **Saara Hirsi** -Former Design Team member, and Immigrant & Refugee Disability Advocate
  - **Tamyca Branam Phillips**-Disability Advocate & Parent of Children with Disabilities
  - **Nathan Branamdestewart**- Multiracial Youth & Disability Advocate
- Parents and Grantee staff attended main session, breakout sessions. Youth attended one hour.
- Training Materials and Resources Added to PCL website for All Grantees

# Participant Feedback

*“During the interpretation challenges, I was able to facilitate a productive conversation with (Grantee’s) small group of youth participants. Our 5th and 6th graders began considering and discussing disabilities in a meaningful way, and they had some noteworthy takeaways from the video that was shown in the first hour.”*

# Revenue Update for FY 2021-22

- January 2020 estimate: \$21.9 million
- January 2021 estimate: lowered by \$1.6 million to \$20.3 million
- November 2021: Updated estimate based on imposed tax is nearly \$21 million
- November estimate assumes similar delinquency rate
- Estimates for future year revenues and delinquency rate will be updated in January 2022

# Why Form A Community Council?

**Consistent theme in feedback to PCL:**

*Create a Community Council to design PCL's funding processes*

- PSU's Center for Improvement of Child & Family Services 2018/19
- PCL 2019 Community Engagement Process led by Empress Rules LLC
- PCL's 2020 Small Grants Design Team

# Why Form A Community Council?

## City of Portland Office of Equity and Human Rights Recommendations:

- Communities of color are involved in investment and/or service decisions that impact them directly (whether collectively or as individual communities).
- Representatives from communities of color are participants in development of programs, policy, or services that impact them.
- Meetings at least bi-annually with communities of color specifically to discuss racial equity and the impact of bureaus' work on communities of color.

# Charge of the Community Council

- Advise Levy staff and Allocation Committee on the design and implementation of future funding rounds in all program areas.
- Participate in funding recommendations presented to the Allocation Committee.

# Community Council Structure

- 11-13 members
- 12-15 hours of meetings per year
- Minimum of 3 years, Maximum of 6 years
- Up to \$500 stipend annually in accordance with Federal Volunteer Protection Act and Office of Civic Life guidance
- Food, childcare, parking provided
- Meaningful accommodation for disability and linguistic needs provided



# Community Council Membership & Qualifications

- Live, Work and/or attend school in Portland.
  - 3 members from East Portland 2 from member North Portland required.
- Professional and/or lived experience with Black, Indigenous, Communities of Color, Immigrant & Refugee, LGBTQ2SIA+ youth, low-income & food insecure families, people w/ disabilities and/or parents of children with disabilities.
- Professional or lived experience in relevant field or PCL program area.

# Community Council Membership & Qualifications

- 3 people with experience working in small nonprofits
- People with experience working with houseless populations or who are formerly houseless
- 1 person with grantmaking experience
- Experience working collaboratively with diverse groups
- No conflict of interest with current grantees *and* haven't worked in a grantee organization in past two years.
- Commitment to city's core values of equity, anti-racism, collaboration, communication, transparency, and fiscal responsibility.

# Key Responsibilities & Timeline

	Community Council (CC)	Allocation Committee	Staff
2022	Recruitment, Training, and Formation	Vote on final CC Selection	CC recruitment & Training
2023	Advise & design community engagement, recommend priorities	Decide community engagement design, decide funding priorities	Coordinate community engagement and CC meetings
2024	Advise & design application and review process	Decide application and review process design	Implement application and community review process
2025	Review and provide input on staff's funding recommendations	Funding Decision for 2025 grantees	Create funding recommendations, facilitate CC input on recommendations

# Proposed Selection Process

- Office of Civic Life's Advisory Board program for application process
- PCL staff form Ad-hoc workgroup: 2 staff, 3 external community partners
  - Staff experience with hiring panels and community reviewer recruitment/selection
  - Lessons learned from peers and partners (e.g. PreK for All, Metro's Nature in Neighborhoods)

# Proposed Selection Process

- Staff develop scoring criteria based on membership qualifications; experience related to representation
- Ad-hoc workgroup
  - trained on criteria, scoring
  - members review/score independently
  - meets, discuss results, create options of membership recommendations
- Staff meets individually with AC members to discuss options, refine options toward final selection
- Allocation Committee votes final selection

# Timeline for Selection Process

## Jan – March 2022

- Staff works with: Office of Civic Life on application process; Human Resources for new Coordinator
- Staff recruits/trains ad-hoc workgroup
- Applications due late March/early April

## April – June 2022

- Ad-hoc workgroup scores applications, creates options for recommended membership
- Staff works with Allocation Committee for final selection and appointment of members
- New coordinator joins PCL staff

# Stakeholder Survey

- 1st Survey Sept 2021: 300+ grantees, community partners; 69 responded, 87% supported proposal
- 2nd survey Dec 2021: same audience; 30 responded, 28 of 30 (93%) support revised proposal.
- Positive comments: added clarity in timelines and roles for Council, Allocation Committee, staff; commitment to community involvement and voice in PCL processes; and hiring a staff person to support the Council's work.

# Stakeholder Survey: Quotes

*“Appears clear and concise. Appreciate the timeline and roles of CC, AC, PCL staff.”*

*“I appreciate the clarity in roles, so members know what to expect. Also appreciate the dedicated staff person for this rather than adding it to an overworked staff.”*

*“Appreciate the inclusion of timelines and representation/ experience metrics to support transparency and accountability.”*