

## **BUREAU OF PLANNING AND SUSTAINABILITY**

Budget Equity Assessment: FY14-15 Decision Packages

- PN\_01 - District Liaisons
- PN\_02 - State-Mandated Planning and Code Projects
- PN\_03 - Regulatory Improvement Code Amendment Package

### **I. ADVANCING EQUITY**

1. Will this budget proposal reduce, limit or eliminate programs that are vital to or disproportionately needed by communities of color, immigrant and refugee communities and/or people living with a disability?
2. Will this budget proposal increase, expand or create programs that are vital to or disproportionately needed by communities of color, immigrant and refugee communities and/or people living with a disability?
3. What considerations were taken into account in this proposal to maximize equity?

#### PN\_01 - District Liaisons

This proposal would provide stable on-going funding to the District Liaison program, which is a core piece of the bureau's capacity to provide tailored services and communication to neighborhoods and business districts. The program's staff also serve as liaisons to the groups that are involved in the City's Diversity and Civic Leadership program.

Through their on-the-ground direct knowledge of conditions, trends and issues, the staff of the District Liaison program build relationships with often under-represented groups, better involve members of these communities in public decision-making, and help make the bureau's work program more responsive to their particular needs. District liaisons have been essential to building capacity of communities to participate and understand planning processes. Instability of funding for this program has had negative equity impacts in terms of consistent presence with communities and the capacity to address the needs of diverse groups city-wide.

#### PN\_02 - State-Mandated Planning and Code Projects and PN\_03 - Regulatory Improvement Code Amendment Package

These decision packages affect programs and services related to growth and development citywide. They impact communities of color, immigrant and refugee communities and/or people living with a disability by developing and applying policies and investment

choices that contribute to reducing disparities. BPS is committed to integrating equity into policy and code as part of our responsibilities to implement the Portland Plan. Doing the work differently takes stable resources. We are training staff to address institutional racism and staff are focused on integrating equity into all of our implementation projects. Continued instability in funding makes it difficult to follow through on this integration.

**II. PERSONNEL**

1. What is the number of staff reductions in this proposed budget?
2. What is the racial demographic of any staff reductions being proposed?
3. What is the remaining racial demographic of your bureau after the reductions?
4. What is the position level of any staff reductions being made, e.g., management vs. line staff?
5. To your knowledge, is there an adverse impact on employees with a disability due to these staff reductions?

	Staff positions	Racial split of staff currently in those positions	# of mgt reductions
PN_01 District Liaisons	3.5	1 Asian 2.5 white	0
PN_02 State Mandated Planning and Code Projects	3	3 white	0
PN_03 Regulatory Improvement Code Amendment Package	2.5	2.5 white	0

**III. PROGRAM/SERVICES**

1. What service/program outcome or philosophy will be met with the overall budget request?

The District Liaison program is based on the recognition that conditions and priorities vary substantially across Portland, and the City needs to tailor its policies, investments and services to specific locations and communities.

The new Comprehensive Plan applies the guiding principles of the Portland Plan, including the Portland Plan Equity Framework, to the policies and investments that will guide development of the city over the next 25 years.

The RICAP program is based on the premise that an effective regulatory system needs regular improvements so unintended consequences can be addressed quickly and so the system has the ability to learn from real results of application of the rules.

2. Identify impacts on specific geographic areas.

	Citywide	NE	NW	N	Central NE	SE	SW	E	CC
PN_01 District Liaisons		X	X	X	X	X	X	X	X
PN_02 State Mandated Planning and Code Projects	X								
PN_03 Regulatory Improvement Code Amendment Package	X							X	

3. Identify the racial demographics of those impacted by this request.

Because these are broad planning efforts that affect all people living or working in Portland, the demographics are comparable to those of the whole city.

**IV. CONTRACTING**

1. Does the proposed budget impact contracting with outside sources?

The proposed budget includes approximately \$170,000 in funding for professional services.

2. What percentage of contracting/consulting work is performed by M/WESB contractors?

Contractors have not been selected, but our intent would be to continue to improve upon our current MWESB contracting rate. Through the Comprehensive Plan process we have expanded our network of professional service providers that represent communities of color and MWESB firms.

3. How will this budget impact consulting or contracting with M/W/ESB contractors? (Including professional services)

This budget is expected to have a positive impact on consulting or contracting with MWESB contractors by making more funds available to contract with them.

BUREAU DIRECTOR (Susan Anderson)

## Bureau of Planning and Sustainability

### Budget Equity Assessment: Fix-It Fairs

#### I. ADVANCING EQUITY

1. Will this budget proposal or package increase, reduce, limit or eliminate programs that are vital to or disproportionately needed by communities of color, immigrant and refugee communities and/or people living with a disability?

No.

2. What considerations were taken into account in this proposal to maximize equity?

Location of the fairs, outreach strategies, culturally appropriate outreach materials and event content are all considered to ensure that we meet the diversity participation that is a core goal of the program.

#### II. PERSONNEL (*See*, Workforce Demographics per Bureau [here](#) or by visiting our website)

**NOTE:** *It is understood that final demographics resulting from any staff reduction may not be known if there is a bumping process to be completed. However, it is important to monitor the demographics of any layoffs or staff reductions to assess the specific impact to people of color and people with disability (if known). Human Resources can be a resource for this data if it is unknown.*

1. To your knowledge, is there a positive or adverse impact on employees of color, and if so, what?

Positive

2. To your knowledge, is there a positive or adverse impact on employees with a disability, and if so, what?

Positive

### III. PROGRAM/SERVICES

1. What service/program outcome or philosophy will be met with the overall budget request?

Since 1986, the Fix-It Fairs have helped Portland residents save money while creating healthy homes for themselves, their families and the environment. With a focus on serving low- to middle-income homeowners that are racially and culturally diverse, the Fairs offers access to free community resources and educational opportunities.

The Fix-It Fair “season” includes three consecutive events that occur about a month apart. The Fairs take place during the colder months, when heating utility expenses are highest. City, County, State and community agencies provide expert information, hands-on demonstrations and more than a dozen “how-to” classes on various topics throughout the day. Workshops include home weatherization, water conservation, emergency preparedness, lead-poisoning prevention, financing home repair, composting, managing debt, healthy eating and more.

Designed to be family friendly, fun, grassroots events, the Fairs are held at established community centers such as schools. The host sites vary year-to-year in order to reach new communities. The feel of the Fairs is one that is open and inviting to all community members.

2. Identify impacts on specific geographic areas. Based on the last two seasons of Fairs.

City-wide/Regional     Northeast     Northwest     North  
 Central Northeast     Southeast     Southwest     East  
 Central City

3. Identify the racial demographics of those impacted by this request. (*See Attached Worksheet*)

FY 12-13 fairgoers who completed a door prize form provided the following attendee racial demographic information:

65% White, 13% Hispanic, 9% Asian, 2% Black and 3% American Indian

4. Identify potential impacts on people living with a disability. (*See Attached Worksheet*)

20,000 brochures per Fair are distributed (16,000 mailed directly to multifamily and single family households located in the neighborhoods surrounding the event and 4,000 through partners and community hubs) and has included the following statement for at least the last 5 years:

“To help ensure access to City programs, services and activities, the City of Portland will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities. Call 503-823-4309 with such requests.”

To date we’ve had received three requests for ASL interpretation. In each case BPS staff replied offering to make arrangement for the services and did not receive a response back.

When selecting host sites we look for facilities where all Fair-related spaces—classroom, lunch area and exhibit hall—are accessible for attendees with varying physical abilities.

Fairgoer disability information is not collected via the door prize entry survey.

#### **IV. EQUITABLE PUBLIC PARTICIPATION**

1. How does this budget build community capacity and power in communities most impacted by inequities?

Fair location is selected based on neighborhood income, housing stock, cultural and ethnic diversity. The Fairs provide access to a variety of free community resources and educational opportunities- delivered through 110 workshops and over 60 community partners. Workshops offering interactive training on basic home repair, planning nutritious meals, and tree care, to name just a few. The information booths and workshops offered tools and inspiration to help attendees take charge of their personal health, finances, and their homes, inside and out. Workshop and information booth topics are selected based on quality and relevance to target audience. Professional childcare and lunch are provided to alleviate barriers in participating in the event.

To ensure that the Fairs served a diverse range of residents, grassroots outreach efforts were employed. These included ads in community newspapers such as El Hispanic News, Portland Observer, Asian Reporter and The Skanner; radio promotion on KBOO’s Armando Puentes program and Bustos Media; and cable promotion on Univisión. Community partners also leveraged their communication networks and canvassed neighborhoods and popular local venues with fair material.

**Identifying Impacts Worksheet** - Once you have identified the populations/communities impacted, use the following chart to name the potential burdens and benefits.

Populations Impacted	Potential Positive Impacts	Potential Negative Impacts
At least one fair per year includes a Spanish-language track.	Increase access to resource for linguistically isolated residents	
60 community diverse community organizations and agencies	Gain access to residents seeking their resources	
Primary way that people hear about the fair is a mailer sent to residents in proximity of the Fair. The mailer includes the full class schedule.	Most households receive US postal service  The schedule allows them to actually plan their time at the fair.	
Families with young children	Families have the opportunity to learn how to save money, save energy and stay healthy.  Free child care is provided allowing childcare providers to more easily attend classes or talk to experts.	

Additional demographic data on the FY12-13 Fix-It Fairs is provided on the following page.

2012-2013	Madison HS 11/17/2012	Ron Russell MS 2/23/13	Overall 2012-2013	Overall 2011-2012
<b>Overall attendance for 2012-13 Includes 500 at SEI</b>				
Total attendees	717	706	1923	1880
<b>Survey Response Rate</b>				
Raffle Survey Respondents	315	245	560	947
Response Rate	44%	35%	39%	50%
<b>1st Fair &amp; Homeowners</b>				
First time attending a Fair	57%	48%	53%	50%
Homeowners	71%	56%	64%	63%
<b>Learned of Fair by</b>				
Friend/Relative/Coworker	20%	16%	18%	19%
School	7%	8%	8%	10%
Newspaper/Magazine	10%	10%	10%	10%
Internet	6%	7%	7%	9%
Community Organization	9%	13%	11%	9%
Other	4%	11%	8%	15%
<b>Age</b>				
25-34	19%	16%	18%	19%
35-44	19%	18%	19%	22%
45-54	10%	20%	15%	15%
55-64	23%	21%	22%	20%
65 and older	20%	19%	20%	13%
<b>Household Income</b>				
<\$10,000 range	10%	16%	13%	14%
\$10,000 - 14,999	9%	11%	10%	8%
\$15,000 - 24,999	13%	13%	13%	12%
\$25,000 - 34,999	14%	15%	15%	15%
\$35,000 - 49,999	14%	15%	15%	15%
\$50,000 - 74,999	16%	15%	16%	16%
<b>Ethnicity/Race</b>				
White	58%	65%	62%	65%
Hispanic	5%	13%	9%	13%
Asian	21%	9%	15%	9%
Black	5%	2%	4%	8%
American Indian	4%	3%	4%	3%

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**Bureau Director**

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**Date**