

Analysis By: Yung Ouyang

OFFICE OF NEIGHBORHOOD INVOLVEMENT

All Funds Budget Summary	Adopted FY 2012-13	Request Base FY 2013-14	Decision Pkgs FY 2013-14	Request Total FY 2013-14	Percent Change
Resources					
Charges for Services	\$157,601	\$160,000	\$0	\$160,000	1.5%
Intergovernmental Revenues	267,280	278,005	0	278,005	4.0%
Interagency Revenue	62,146	17,346	0	17,346	-72.1%
Miscellaneous Sources	1,040	597	0	597	-42.6%
General Fund Discretionary	6,356,992	5,588,349	994,475	6,582,824	3.6%
General Fund Overhead	200,954	220,631	0	220,631	9.8%
Total Resources	\$7,046,013	\$6,264,928	\$994,475	\$7,259,403	3.0%
Expenditures					
Personnel Services	\$3,273,573	\$3,219,037	\$192,117	\$3,411,154	4.2%
External Materials and Services	3,217,394	2,518,269	\$766,070	3,284,339	2.1%
Internal Materials and Services	555,046	527,622	\$36,288	563,910	1.6%
Total Requirements	\$7,046,013	\$6,264,928	\$994,475	\$7,259,403	3.0%
Total Bureau FTE	36.25	32.25	3.50	35.75	-1.4%

Percent Change is the change from FY 2012-13 Adopted Budget to FY 2013-14 Total Requested Budget.

Key Issues**Five-Year Financial Plan**

ONI's budget is over 90% General Fund supported, and its Five-Year Financial Plan details the budgets for each of its programs, showing steady increases year by year.

Information & Referral – Multnomah County pays 50% of the costs for this program. The City has hired an outside consultant to study the development of a comprehensive 3-1-1 program that would require additional sources of funding if implemented in FY 2014-15 or later. The funding for this study is currently budgeted in the Bureau of Emergency Communications.

Neighborhood Livability Services – Funding for the Graffiti Abatement and Mediation sub-programs have been made ongoing once again, beginning in FY 2013-14. The other sub-program in Neighborhood Livability is the Liquor Licensing Program, and ONI believes that personnel costs are likely to increase at higher levels than the 2-3% annual increases in revenues over the last several years. ONI does not have the authority to increase fees, which are set by the Oregon Liquor Control Commission, so this situation could mean the need for more General Fund support in the future.

Crime Prevention Program – This program is almost 100% General Fund supported and maintains the largest portion of the bureau's FTE. Reductions in funding will mean the loss of staff.

Community & Neighborhood Involvement Center – ONI notes that the Neighborhood Small Grants program, which began in 2008, has been hit hard by budget cuts in recent years, losing over half of its original funding.

Performance Measures

At the 100% funding level, most of the bureau’s performance measures reflect FY 2013-14 data that is expected to be similar to the current fiscal year’s estimated figures, while performance is expected to deteriorate at the 90% funding level.

Crime Prevention – The measures for this program all pertain to workload, with no effectiveness or efficiency measures. Last year, CBO highlighted the need for an evaluation of the effectiveness of the program’s efforts, including discussing the inability of bureau staff to access the data that would enable it to conduct the evaluation. The CBO is once again noting the need to evaluate this program in addition to the Portland Police Bureau’s crime prevention efforts.

Administration & Support – At the 90% funding level, the percentage of total bureau budget for administration is expected to be 7.6%, while the figure would be reduced to 6.6% at the full 100% funding level, both of which are higher than the last several years.

Decision Package Analysis & Recommendations

Restoration of 2.6%, 2.1%, and 1.8%, NI_01-03, \$405,761, 3.00 FTE

ONI’s first three of its four packages to restore funding to the 100% level (not including the OMF IAs) each involve most of its programs, while the fourth package affects only the Graffiti Abatement program. The following table shows the amounts for each of the four packages by the programs affected.

	NI_01 (2.6%)	NI_02 (2.1%)	NI_03 (1.8%)	NI_04 (2.9%)	
Ranking	1	2	3	4	Total
Elders	3,445	3,444	3,444	-	10,333
Neighborhood Coalitions	69,641	69,641	69,641	-	208,923
Mediation	8,058	8,058	8,059	-	24,175
Disability	4,667	4,667	4,666	-	14,000
Crime Prevention	47,593	43,479	-	-	91,072
CNIC	28,626	-	5,736	-	34,362
Graffiti	-	-	22,896	178,879	201,775
Total	162,030	129,289	114,442	178,879	584,640

This table shows the number of FTEs by programs that are added in each of the four packages:

	NI_01 (2.6%)	NI_02 (2.1%)	NI_03 (1.8%)	NI_04 (2.9%)	Total
Crime Prevention	1.0	1.0	-	-	2.0
CNIC	0.5	-	0.1	-	0.6
Graffiti	-	-	0.4	-	0.4
Total	1.5	1.0	0.5	-	3.0

The following narrative is a short summary of the impacts of the reductions. Please see the office's Requested Budget for details as to what specifically will be eliminated if funding is not restored.

- Elders in Action – Funding would enable the program to maintain effective volunteer engagement and training, as well as provide professional receptionist support.
- Neighborhood Coalitions - ONI is only able to provide examples and not specific information about the neighborhood/community projects that the Coalitions would take on if funding is restored, because these are determined by the coalitions' individual boards when they finalize their budgets. The examples include outreach mailings, clean-up and restoration events, trainings, celebrations, and activities targeting youth. The package of highest priority, NI_01, would enable the Northeast Coalition of Neighborhoods to undertake projects that focus on engagement and community-building activities that are outside of the neighborhood associations if funding for it is approved.
- Mediation – Resolutions NW's FY 2012-13 budget, in addition to receiving City funding (41%), is also funded by Multnomah County (19%). After the county, the Oregon Office for Community Dispute Resolution Centers is the next largest funder (16%), and fees make up about 9% of funding. This program has been consistently ranked as the lowest by the bureau. If funded at the 90% level, ONI would still have almost \$218,000 in its budget for the program, down from \$233,570 this year.
- Disability - Restoration of funding would enable the office to continue to provide Additional Needs Registry outreach to persons needing disability-related assistance from first responders in the event of a disaster or emergency.
- Crime Prevention – The office is requesting the restoration of funding for two Crime Prevention Program Administrator positions.
- Community & Neighborhood Involvement – The request seeks to restore funding for 0.60 FTE of an Office Support Specialist.
- Graffiti Abatement – 0.40 FTE of an Office Support Specialist will be restored if funding is approved.

Because of the City's lack of discretionary resources, CBO is not recommending that any part of the requests be funded at this time. However, if the City finds additional resources, CBO does recommend the funding of the components pertaining to the Elders and Disability programs, as well as one of the Crime Prevention Program Administrators, totaling about \$72,000, or 1.2% of the office's General Fund discretionary base. The CBO believes that programs that affect the most vulnerable during times of economic distress should be preserved if the resources are available. It should be noted that ONI's Budget

Advisory Committee decided to hold harmless the Diversity and Civic Leadership Program in order to not lose any of the progress the program has made in the last several years in advancing equity by developing and engaging civic leaders from Portland's historically under-engaged communities. This was the only program all partners recommended be fully included in the Requested 90% base budget level without any reductions. In regards to the Crime Prevention program, while successful crime prevention activities should theoretically save the City funds by lessening the need for more expensive enforcement activities, the program has not been evaluated for its effectiveness.

CBO Recommendation: \$0, 0.00 FTE

Restore Graffiti Removal Funds, NI_04, \$178,879

This request, making up 2.9% of the office's General Fund discretionary base, seeks to restore the Graffiti Abatement Program's Materials & Services budget so that the program can continue to provide free graffiti removal services for select private properties. ONI notes that this program component is the only one that can be terminated without eliminating a program completely.

City Code requires that property owners remove graffiti within 10 days. Free removal is provided to owner-occupied private properties, nonprofits, and small businesses, and there are no income thresholds or application process. Most properties that ask for help will receive it at least once unless they are outside the program's parameters. ONI often uses the free removal as a first education for property owners to communicate the importance of prompt and proper removal. Private property owners are usually requested to provide the matching paint, or the costs of removal are split with the contractors.

ONI receives thousands of graffiti reports each year and estimates that restoration of funding would mean that between 400 to 750 additional private properties would benefit from the free service. In FY 2011-12, 169 properties received free removal, with over 300 other properties forced to remove their own graffiti. Although ONI has greatly expanded the use of volunteers in graffiti removal, it believes that these volunteers will not be able to compensate for the loss of free removal. The volunteers primarily remove graffiti in the public right-of-way and where the location does not require a professional appearance. The office notes that it would not be appropriate for volunteers to paint in business areas or on residential properties where the dropped paint or lower quality painting would be a visible issue.

The CBO does not recommend the restoration of funding for free graffiti removal at this time due to the lack of discretionary resources. Instead, the City Budget Office recommends that Council consider changing the City Code that require property owners to remove graffiti within 10 days, perhaps by relaxing the requirement for owner-occupied properties, nonprofits, and small businesses that are financially challenged. The current regulation may be a burden to victims who should not be objects of enforcement, and the requirement should be relaxed especially since the City is unable to remove graffiti timely from its own publicly owned properties. Other avenues that CBO recommends Council explore include turning the free removal program into one that is solely income-based.

CBO Recommendation: \$0

East Portland Action Plan, NI_06, \$279,692, 1.00 FTE

ONI is once again requesting one-time funds for continuing the implementation of the East Portland Action Plan (EPAP). The request would fund operating expenses, community grants, member capacity building, priority projects, and an advocate position that organizes outreach and advises on strategy for plan implementation. The plan was adopted in February 2009, and the EPAP Implementation group formed in June of that year. The adopted plan identified an ambitious timeframe ranging from between two to five-plus years. EPAP has projected a thorough plan review and significant update in the 2016-17 fiscal year. The Auditor's Office is currently working on an audit on the progress of the EPAP. Field work is set to begin in March, with possible completion in May.

The CBO is not recommending funding for the EPAP at this time due to the lack of discretionary resources, specifically one-time funds in this case. However, if one-time funds do become available, CBO does recommend that a portion of the position be funded, as well as the rest of the expenses with the exception of the grants. The advocate currently spends about 35% of her time managing grants, so without the grant funding and associated responsibilities, only a portion of the position is needed.

CBO Recommendation: \$0, 0.00 FTE

Neighborhood Small Grants, NI_07, \$93,855

The bureau is once again requesting funding for small grants to various community organizations. In FY 2011-12, awards ranged from \$455 to \$5,000, with an average amount of \$2,110. The total amount awarded was more than \$196,000, and ONI notes that the amount leveraged an additional \$913,000. The bureau has provided CBO with a listing of the grantees, amounts awarded, and project descriptions.

The CBO is not recommending the continuation of funding for outside entities at this time due to the lack of discretionary resources.

CBO Recommendation: \$0

Graffiti Realignment, NI_08, \$0, (0.50) FTE

This realignment package, involving a targeted severance, eliminates 1.00 FTE of a Program Specialist while creating a 0.50 FTE of an Office Support Specialist and shifts funds to preserve materials & services needs. The CBO recommends this realignment package transferring funds to sustain more core priorities for the Graffiti program.

CBO Recommendation: \$0, (0.50) FTE

OMF IA Add-Backs, \$36,288

As per budget direction, the Office of Management and Finance (OMF) internal service funds were asked to submit 90% of their current service level (CSL) budgets as their base and add packages to restore

funding up to 100% of CSL. Bureaus were directed to match the OMF add-back packages with a single decision package. The table below outlines the total requested add-backs by service provider.

OMF Service	Amount
CityFleet	-
Debt Management	-
EBS Services	5,982
Facilities Services	9,933
Printing & Distribution	-
Risk Management	1,893
Technology Services	18,480
Total impact	36,288

In response to add-backs recommended in the OMF budget analysis, the CBO recommends \$1,122 in General Fund discretionary support to fund these packages. A full discussion of all of the OMF packages may be found in the OMF budget analysis.

CBO Recommendation: \$1,122

City of Portland
Decision Package Recommendations
(Includes Contingency and Ending Balance)

	Bureau Priority	Bureau Requested					CBO Analyst Recommendations					
		FTE	Gen Fund Ongoing	Gen Fund 1-Time	Other Revenues	Total Expenses	FTE	Gen Fund Ongoing	Gen Fund 1-Time	Other Revenues	Total Expenses	
Office of Neighborhood Involvement												
<u>Unfunded Ongoing</u>												
	NI_06 - East Portland Action Plan	01	1.00	0	279,692	0	279,692	0.00	0	0	0	0
	NI_07 - Neighborhood Small Grants	02	0.00	0	93,855	0	93,855	0.00	0	0	0	0
	<i>Total Unfunded Ongoing</i>		1.00	0	373,547	0	373,547	0.00	0	0	0	0
<u>Bureau Adds</u>												
	NI_01 - Restoration of 2.6% and 3.2 FTE	01	1.50	162,030	0	0	162,030	0.00	0	0	0	0
	NI_02 - Restoration of 2.1% and 2.4 FTE	02	1.00	129,289	0	0	129,289	0.00	0	0	0	0
	NI_03 - Restoration of 1.8% and 1.88 FTE	03	0.50	114,442	0	0	114,442	0.00	0	0	0	0
	NI_04 - Restore Graffiti Removal Funds	04	0.00	178,879	0	0	178,879	0.00	0	0	0	0
	NI_05 - OMF IA providers add back package	NA	0.00	36,288	0	0	36,288	0.00	1,122	0	0	1,122
	<i>Total Bureau Adds</i>		3.00	620,928	0	0	620,928	0.00	1,122	0	0	1,122
<u>Realignments</u>												
	NI_08 - Graffiti-Realignment	01	(0.50)	0	0	0	0	(0.50)	0	0	0	0
	<i>Total Realignments</i>		(0.50)	0	0	0	0	(0.50)	0	0	0	0
	Total Office of Neighborhood Involvement		3.50	620,928	373,547	0	994,475	(0.50)	1,122	0	0	1,122