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Charlie Hales
Mayor

Patrick Quinton
Executive Director

DATE: April 1, 2015

TO: Mayor Charlie Hales
Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Steve Novick
Commissioner Dan Saltzman

FROM: Patrick Quinton, Executive Director

SUBJECT: Spring Budget Monitoring Report

The Portland Development Commission (PDC) is pleased to submit its spring budget monitoring report. Included in this report is the request for one spring budget amendment and a request to carryover \$217,000 in current year funding to FY 2015-16 for three priorities that are underway, but are not expected to fully be expended as of June 30, 2014. This report also includes an update on the status of FY 2014-15 decision packages.

Spring Budget Amendment Requests

Venture Portland - \$99,999

PDC requests \$99,999 amount to be transferred to PDC from existing appropriations to facilitate disbursement of funds via an existing contract with Venture Portland. The \$99,999 General Fund amount for Venture Portland is to help strengthen East Portland Business Associations. The funds will support staffing, technical assistance, grants, and quarterly meetings of business associations.

Carryover from FY 2014-15 to 2015-16:

Mayor's Innovation Fund - \$57,000

PDC was the recipient of \$80,000 from the Mayor's Innovation Fund to be utilized over two fiscal years. The \$80,000 was received at the end of FY 2013-14 and request was made (and granted) to start expenditures in FY 2014-15. The \$57,000 equals the balance anticipated to be remaining by June 30, 2014. Program development started at the beginning of FY 2014-15 in coordination with several City Bureaus. On March 17th PDC publically launched the match-making program and technology tool (Switchboard). Remaining funds will be used for program marketing, event organization and facilitation, and new initiatives.

Entrepreneurship – Include. Innovate. Invest. PORTLAND (I3PDX) partner capacity building - \$100,000

I3PDX serves as PDC's umbrella initiative from which inclusive entrepreneurship programs are launched (ex. Startup PDX Challenge; Startup Weekend Access). Increasingly, there is a need to partner with community-based organizations to reach underrepresented populations (women, communities of color, residents with disabilities, veterans). We are also looking for community-based organizations to help PDC provide technical assistance to entrepreneurs. The \$100,000 will be used to solicit and contract with community-based organizations interested in serving as a PDC technical assistance provider to further inclusive entrepreneurship efforts. The public solicitation for partners will likely occur this fiscal year, but actual contracts, fund disbursements and services rendered will not occur until FY 2015-16.

Neighborhood Economic Development Grants - \$60,000

PDC requests to carryover a portion of the Neighborhood Economic Development add-package of \$100,000. The package provides funding for three grants to community-based organizations focused on economic development issues in Lents Town Center, along Martin Luther King Jr. Blvd., and in the Old Town/China Town neighborhood. One grant agreement has been executed and two remaining grants will be executed soon. PDC estimates that up to \$40,000 will be expended from these grants by June 30, 2015 and \$60,000 disbursing in FY 2015-16.

Prior Year Decision Package Status/Update

VOZ Workers' Rights Education - \$30,000

One-time funding supports operating expenses for the MLK Workers' Center to facilitate employment for day laborers, investigate wage theft, and offer weekly English, music, and art classes. The funds were disbursed in November.

SE Works Youth Transition Services - \$40,000

One-time funding supports the Youth Transition Program with funding for case management and extended hours at the Southeast Portland career center. PDC will manage the funding within the Adult and Youth Workforce program. PDC disbursed \$14,000 through March and expect to spend the full amount by year-end.

Village Market - \$75,000

One-time funding helps increase access to healthy food for the residents of Portsmouth and New Columbia neighborhoods while providing jobs for low-income community members. The funds were disbursed to Janus Youth Programs Village Market in October.

Neighborhood Economic Development Grants - \$100,000

One-time funding added during FY 2013-14 to provide funding for three grants to community-based organizations focused on economic development issues in Lents Town Center, along Martin Luther King Jr. Blvd., and in the Old Town/China Town neighborhood. One grant agreement has been executed and the two remaining grants will be executed soon. PDC estimates that up to \$40,000 will be expended from these grants by June 30, 2015 and \$60,000 disbursing in FY 2015-16. PDC is requesting that \$60,000 move to FY 2015-16 as part of the spring budget amendment request.

Carryover – Early Adopter (Innovation Fund) - \$80,000

One-time funding added during FY 2013-14 for the Early Adopter program to identify opportunities for bureaus to work with local industry product and service providers. While this was identified as a multi-year effort, the full amount of the award was added to FY 2014-15. PDC is requesting that \$57,000 move to FY 2015-16 as part of the spring budget amendment request.

Carryover – Startup PDX Challenge grants - \$40,000

One-time funding added working capital grants to six startups taking part in the Startup PDX Challenge. \$40,000 was added as carryover to the FY 2014-15 budget based on timing for disbursement of the grants. These grants have been awarded and disbursed.

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Program Carryover Request

Request: ZD_002 - Carryover - Innovation Fund

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	<i>(57,000)</i>	0	<i>(57,000)</i>
TOTAL EXPENDITURES	<i>(57,000)</i>	0	<i>(57,000)</i>
REVENUES			
General Fund Discretionary	<i>(57,000)</i>	0	<i>(57,000)</i>
TOTAL REVENUES	<i>(57,000)</i>	0	<i>(57,000)</i>

Bureau Description:

PDC was the recipient of \$80,000 from the Mayor's Innovation Fund to be utilized over two fiscal years. The \$80,000 was received at the end of FY 13/14 and request was made (and granted) to start expenditures in FY 14/15. The \$57,000 equals the balance remaining. Program development started at the beginning of FY 14/15 in coordination with several City Bureaus. On March 17th we publically launched the match-making program and technology tool (Switchboard). Remaining funds will be used for program marketing, event organization and facilitation, and new initiatives.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Program Carryover Request

Request: ZD_003 - Carryover - Partner Capacity Building

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(100,000)	0	(100,000)
TOTAL EXPENDITURES	(100,000)	0	(100,000)
REVENUES			
General Fund Discretionary	(100,000)	0	(100,000)
TOTAL REVENUES	(100,000)	0	(100,000)

Bureau Description:

Include. Innovate. Invest. PORTLAND (I3PDX) partner capacity building. I3PDX serves as our umbrella initiative from which inclusive entrepreneurship programs are launched (ex. Startup PDX Challenge; Startup Weekend Access). Increasingly, there is a need to partner with community-based organizations to reach underrepresented populations (women, communities of color, residents with disabilities veterans). We are also looking for community-based organizations to help PDC provide technical assistance to entrepreneurs. The \$100,000 will be used to solicit and contract with community-based organizations interested in serving as a PDC technical assistance provider to further inclusive entrepreneurship efforts. The public solicitation for partners will likely occur this fiscal year, but actual contracts, fund disbursements and services rendered will not occur until FY 15/16.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Technical Adjustment

Request: ZD_004 - Venture Portland - East Portland Initiative

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	99,999	0	99,999
TOTAL EXPENDITURES	99,999	0	99,999
REVENUES			
General Fund Discretionary	99,999	0	99,999
TOTAL REVENUES	99,999	0	99,999

Bureau Description:

General Fund resources to Venture Portland to help strengthen East Portland Business Associations. The funds will support staffing, technical assistance, grants, and quarterly meetings of business associations.

CBO Discussion and Recommendation

**CBO Discussion and Recommendations
FY 2014-15 Spring Supplemental Budget**

Bureau: Portland Development Commission

Type: Program Carryover Request

Request: ZD_005 - Carryover - Neighborhood Econ Dev Grants

	Spring BMP Requested Adjustments	Spring BMP CBO/Council Changes	Spring BMP Total Adjustments
EXPENDITURES			
External Materials and Services	(60,000)	0	(60,000)
TOTAL EXPENDITURES	(60,000)	0	(60,000)
REVENUES			
General Fund Discretionary	(60,000)	0	(60,000)
TOTAL REVENUES	(60,000)	0	(60,000)

Bureau Description:

CBO Discussion and Recommendation