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Kimberly Branam
Executive Director

DATE: September 9, 2019

TO: Mayor Ted Wheeler
Commissioner Chloe Eudaly
Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Jo Ann Hardesty

FROM: Kimberly Branam, Prosper Portland Executive Director

SUBJECT: FY 2019-20 Fall Budget Monitoring Report

Prosper Portland is pleased to submit its Fall Budget Monitoring (BMP) report. Included in this report is \$150,000 in new funding requests as well as updates on the status of prior year General Fund decision packages and performance metrics.

Prosper Portland FY 2018-19 General Fund	Budget	Actuals	Variance
Neighborhood Economic Development	5,498,337	5,498,337	-
Traded Sector	1,428,766	1,428,766	-
Total Prosper Portland General Fund	\$ 6,927,103	\$ 6,927,103	\$ -

New Requests: \$150,000

- **Division Business Support: \$100,000**
 - Funding will be used to continue delivery of culturally responsive business support services and technical assistance to businesses located in outer SE Division corridor.
 - The City Council adopted Division Transit and Development Local Action Plan directs Prosper Portland to implement the Economic Development activities articulated in the plan. Although previous General Fund requests for this work were not approved by City Council, Prosper Portland directly funded or received funding from other city bureaus to deliver on these goals. To date, Prosper Portland has invested over \$445,000 on community economic development programming in the outer SE Division corridor. Investments have been prioritized based on community recommendation and needs.
 - Activities include culturally responsive business technical assistance, neighborhood-based workforce services, community engagement support,

and property development feasibility study grants for property owners of color.

- **SW Corridor Business and Property Owner Study: \$50,000**
 - With the Southwest Corridor Light Rail Project moving forward to the design phase, there is a strong need to identify business owners and property owners who may be more susceptible to displacement. Funding will be used to conduct a study of both business and property owners located along mid-Barbur Blvd. Information collected from the study will provide a baseline of existing conditions, evaluate potential adverse impacts to the business community and commercial real estate market as a result of the SW Corridor Light Rail investment, and outline potential opportunities where Prosper Portland, the City, TriMet and others might focus investments.
 - This study will allow Prosper Portland and its partners to identify anti-displacement measures to ensure business owners of color and long-term business owners are able to benefit from the transit investment.

Performance Reporting

Attached are updated performance reports for program metrics and Prosper Portland's Key Performance Indicators. As of September 9, 2019, several metrics are still being collected by Prosper Portland partners for FY 2018-19 and will not be available until updated metrics are submitted for the FY 2020-21 Requested Budget.

Key performance metrics for FY 2018-19 mostly improved over FY 2017-18; however, in some cases did not meet targeted numbers.

- ***Percentage of workforce in Multnomah County working in quality job occupations has increased from FY 2017-18 (46.4% to 52.3%).*** As Portland experiences historic economic growth, wages have started to increase. The target for quality jobs is \$44,700 annually.
- ***Cumulative percentage of start-up investments to firms founded, owned, or led by women by Prosper Portland backed funds has continued to increase (84.1% to 87.1%).*** Inclusive Startup Fund (ISF) added five companies since the previous year and all of them are founded, owned or led by women. The total investment from ISF in women-owned businesses is \$1,513,066.
- ***Cumulative percentage of start-up investments to firms founded, owned, or led by people of color by Prosper Portland backed funds decreased from FY 2017-18 (70.8% to 67.6%).*** Of the five new companies that received investments from the Inclusive Startup Fund, two of them were owned by women of color. The total



amount invested from the ISF in firms founded, owned, or led by people of color is \$1,175,000.

- ***Percentage of non-TIF resources for operating budget (staff, materials and services, economic development programs) decreased from FY 2017-18 (74% to 73%).*** Year-to-year changes based largely on amount of interest earnings are received due to loan repayment schedules and payoffs. This may result in lower interest earnings from the existing portfolio in future years. Overall, future targets depend on implementation of Prosper Portland Financial Sustainability Plan, Enterprise Zone activity, and CDBG funding.
- ***Ratio of private investment to Prosper Portland investment increased substantially from FY 2017-18 (6.14 to 24.09).*** Performance of this metric has varied over time based on the type of projects occurring in specific years. This is largely driven by Enterprise Zone activity and timing of projects, as companies in the Enterprise Zone leverage far more private funds than public. Last year, the additional companies in the Enterprise Zone received tax savings that resulted in a much greater investment in Portland.

ZD - Prosper Portland

DP Type

New GF Request

Request Name: 9291 -SW Corridor Business and Property Owner Survey

Package Description

The SW Corridor Light Rail Project is currently in design phase with anticipated construction starting in 2022-2023. The City of Portland, with funding from Metro, is beginning to implement the Southwest Corridor Equitable Housing Strategy.

The existing housing strategy is focused on creation of additional affordable options and preventing displacement of existing residents. It is essential to determine whether a similar approach focused on the needs and vulnerability of existing entrepreneurs and the commercial property owners should be taken in SW Corridor.

Funding will be used to conduct a study of both business and property owners located along mid-Barbur Blvd (West Portland Town Center at the south end to around Capitol Hwy at the north end). Information collected from the study will provide a baseline of exiting conditions, evaluate potential adverse impacts to the business community and commercial real estate market as a result of the SW Corridor Light Rail investment, and outline potential opportunities where Prosper Portland, the City, TriMet and others might focus investments.

Service Impacts

Funding will be administered through a contract with a non-profit or community-based partner. No additional FTE costs will be incurred with the request.

Equity Impacts

The study will focus on collecting data to identify business owners who may be more susceptible to displacement. As a result of the study, Prosper Portland and other partners will identify anti-displacement measures to ensure business owners of color and long-term business owners are able to benefit from the transit investment.

CBO Analysis

	2019-20 FALL Requested Adj	2019-20 FALL CBO Adj	2019-20 FALL Recom Total
External Materials and Services	50,000	0	0
<hr/>			
	2019-20 FALL Requested Adj	2019-20 FALL CBO Adj	2019-20 FALL Recom Total
General Fund Discretionary	50,000	0	0

ZD - Prosper Portland

DP Type

New GF Request

Request Name: 9292 -Division Business Support

Package Description

Funding will be used to continue delivery of culturally responsive business support services and technical assistance to businesses located in outer SE Division corridor.

City Council adopted the Division Transit and Development Local Action Plan in July 2016. The goal of the Local Action Plan was to support local community residents and strengthen existing businesses before and during construction of the Division Transit Project. The Local Action Plan directed Prosper Portland to implement the Economic Development activities articulated in the plan.

Although previous General Fund requests for this work were not approved by City Council, Prosper Portland directly funded or received funding from other city bureaus to deliver on these goals. To date, Prosper Portland has invested over \$445,000 on community economic development programming in the outer SE Division corridor. Investments have been prioritized based on community recommendation and needs. Activities include culturally responsive business technical assistance, neighborhood-based workforce services, community engagement support, and property development feasibility study grants for property owners of color. Transit project costs are approximately \$175 million with state, regional, local and federal funding contributions. The Portland Housing Bureau will meet the housing goals outlined in the Local Action Plan with investments from the Portland Housing Bond and other resources. In addition, the Portland Bureau of Transportation has committed to investing \$120,000 for FY19-20 thru FY 20-22 to support community engagement efforts along the Division Corridor. These funds will be provided to the Jade District and Division Midway Alliance Neighborhood Prosperity Districts. TriMet will also provide \$40,000 per year in community outreach through the DTP's existing community affairs budget, in-kind staff, and direct contracts with NGO organizations on the alignment.

Service Impacts

City funds will be used to continue providing culturally responsive business outreach and technical assistance to businesses located in the outer SE Division corridor. These funds will be administered through the Inclusive Business Resource Network (IBRN); therefore, no additional FTE costs will be incurred with this request. These services cannot be implemented with existing General Funds currently allocated to the IBRN program. Both IBRN program funds and IBRN – Neighborhood Prosperity Network (NPN) Business Support resources have been fully allocated and providers will be at full capacity. Additional resources will be required to implement Division Business Support. Other local and regional agencies have indicated that they do not have the resources to fund this work.

Equity Impacts

To date, Business Support and Technical Assistance partners have provided outreach and referral services to over 200 businesses. More than half of those businesses are owned by people of color and 40% were from the Asian/Pacific Islander community. As a result of those efforts 14 businesses received 160 hours of business support services. Partners anticipate an increase in service need in FY 19/20 based on discussions with business owners and the transit construction timeline. We anticipate that outreach efforts will continue to serve a high number of businesses, and 30 businesses will receive approximately 300 hours of business support services.

CBO Analysis

	2019-20 FALL Requested Adj	2019-20 FALL CBO Adj	2019-20 FALL Recom Total
External Materials and Services	100,000	0	0

	2019-20 FALL Requested Adj	2019-20 FALL CBO Adj	2019-20 FALL Recom Total
General Fund Discretionary	100,000	0	0

Prior Year Fund Reconciliation Report

Prosper Portland

100 - General Fund

EXPENDITURES	2018-19 Revised Budget	2018-19 Actuals	Percent of Actuals to Revised
External Materials and Services	6,777,103	6,777,103	100%
TOTAL EXPENDITURES	6,777,103	6,777,103	100.00%

REVENUES	2018-19 Revised Budget	2018-19 Actuals	Percent of Actuals to Revised
General Fund Discretionary	6,777,103	0	0%
TOTAL REVENUES	6,777,103	0	0.00%

Expenditure Discussion

Revenue Discussion

227 - Recreational Marijuana Tax Fund

EXPENDITURES	2018-19 Revised Budget	2018-19 Actuals	Percent of Actuals to Revised
External Materials and Services	150,000	149,997	100%
TOTAL EXPENDITURES	150,000	149,997	100.00%

REVENUES	2018-19 Revised Budget	2018-19 Actuals	Percent of Actuals to Revised
Miscellaneous Fund Allocation	150,000	0	0%
TOTAL REVENUES	150,000	0	0.00%

Expenditure Discussion

Revenue Discussion

FY 2018-19 Budget Note Update

Prosper Portland

Date of Budget Note: July 1, 2018 in the FY 2018-19 Adopted Budget

Budget Note Title: Film Office Financing

Budget Note Language: Council directs the Portland Bureau of Transportation, Portland Parks and Recreation and the Office of Management & Finance to coordinate a plan that funds one-half of the Portland Film Office through filming permit revenues in FY 2019-20. Each bureau's Requested Budget should reflect any changes necessary to achieve this goal.

Summary Status: Underway

Budget Note Update: September 9th, 2019

Bureaus have not provided funding for the Film Office. Portland Bureau of Transportation has agreed to provide a portion of an FTE to assist with some of the permitting functions of the Portland Film Office. As of now, it appears that the bureaus will not be moving forward to complete this budget note. There have been several debates as to where the funding would come from and bureaus are unable to agree to any dollar amount.

Prosper Portland is working with Parks to create a new line on the current film permit that will dedicate new fees directly to the Portland Film Office.

Service Area	Bureau Name	Decision Package Title	Package Description	Funded in	Year Funded:	Package Funding	Package FTE	Package Status	Package Update
Legislative, Administrative, and Support	Prosper Portland	FY 2017-18 Carryover: Alberta Mn & Traded Sector	This package is a carryover from FY 2017-18 to fund the Alberta Main Street decision package (ZD_13) at \$25,500 and use the remaining \$44,500 toward the Traded Sector Inclusive Business Growth Fund (ZD_07), leaving a balance of \$64,000 for funding from FY 2018-19 General Fund Discretionary resources.0	FY 2018-19 Adopted Budget	FY 2018-19	70,000		Complete	<p>Alberta Main Street continues to operate as a "Main Street Program" consistent with the National Main Street Program. The \$25k was disbursed and the funds went towards its administration and operation expenses.</p> <p>The Inspiring Diversity Grant was a new pilot program that launched in December 2018 for small, traded-sector employers located in the City of Portland with funding of \$58,000. Grant funding was offered to inspire creative equity-related best practices by employers around workforce, marketing and communications with a goal of creating new community partnerships with populations that have been traditionally under-represented. Prosper Portland received more than 40 applications for the first-time grant, and awarded nine local businesses grant funding from \$1700 to \$8000. This grant opportunity allows businesses that would otherwise lack funding to engage in diversity, equity and inclusion work. Recipients of the grant are leading firms that fall within our competitive industries including Athletic & Outdoor, Technology & Media, and Green Cities.</p> <p>BORA: Finding the right consultant was hard- they interviewed 4 different consultants and will be signing one next week. However, through this process they were able to put together an internal equity team. Additionally, among staff, knowing that the training is coming has made it far easier to talk about the need for it. People are becoming more aware of how services are provided and noticing who they are providing it to. Advanced Technology Communications in partnership with Hispanicpros provided workshops and trainings for underrepresented communities on drone Visual Observers and drone STEM skills training. Having trained Visual Observers and FAA certificated drone operators who are people of color from the community will make the drone industry more competitive by providing a larger pool of Latinos who understand the impact of aerial technology.</p> <p>Next Steps: In February there will be an event for IDG businesses to report out, and there will be a survey in March to collect metrics and close out the FY18-19 grant. Staff believe this program should be continued and scaled in future years. The budget office may receive a budget request in future years.</p> <p>Prosper Portland partnered with Emerging Leaders to administer the first Small Business Internship Grant with funding of \$58,000. This paid for internships for students of color this coming summer. The internships provide more equitable access to meaningful learning opportunities and professional development; at the same time, the grant recipient businesses will gain unique insights as they diversify their talent pipelines.</p> <ul style="list-style-type: none"> - 31 businesses applied for grants, 12 businesses selected for grant, 8 of 12 businesses successfully placed interns - 33% of businesses identify as minority owned, 33% identify as women-owned - 4 Companies are located in N/NE Portland, 3 are located in SE Portland, 1 is located in SW Portland - 5 of the selected small businesses fit within the preferred Prosper Portland trade sectors (2 Businesses were Athletic and Outdoor, 3 Businesses were Technology and Media) - 4 Companies indicate that they would still be interested in placing an Emerging Leader intern next summer without grant funding. While 3 companies indicate that they would be interested in placing an Emerging leaders intern next summer if grant funding was provided. Currently 2 companies (Bespoken Bureau & Krowdsourced) plan on hiring the intern while one company extended the internship beyond the summer (Krowdsourced). - 62.5% intern candidates identify as female - 100% intern candidates identify as person of color - 100% Businesses rating their ELI Match as good or excellent <p>Krowdsourced expressed how timely and helpful it was to have an ELI intern this summer. "It is hard to overestimate the impact it had. We were granted the internship right as the busiest part of our business started to take off, and right before our funding round closed. So we were both very busy and very strapped financially. It helped us make it through those tough months and we very much feel like we couldn't have gotten through it without her!" Krowdsourced</p> <p>NEO highlights the many facets of their work that were impacted through receiving this grant. "The Emerging Leader added so much value to NEO helping us to reach new goals and growth within the business. We appreciate all that was developed through sales, our events, building of our new website, establishing new accounts, and launching of our new line We Are The Resilient." NEO</p> <p>Erica reflects on the value of her experience at Portland Garment Factory. "The people that I work with and the friendly work environment have made my experience that much more enjoyable. I love everyone's work ethic as well. Whenever we get jobs done, I know we did a great job. Lastly, it feels really fulfilling that my position is directly related to my major, so I know I'm getting a valuable experience out of it." Erica Suh, Portland</p>
Legislative, Administrative, and Support	Prosper Portland	Alberta Main Street	Prosper Portland partners with eight community-based organizations to drive economic development in these neighborhoods: Alberta	FY 2018-19 Adopted Budget	FY 2018-19	(33,000)		Complete	These cuts have been made. Alberta Main Street has not had to cut any programming as of yet, as it is one of the better funded non-profits due to the success of the Alberta Main Street Fair, a major fundraising opportunity for the organization.
Legislative, Administrative, and Support	Prosper Portland	Brownfield Propert Tax Exemption Program Admin	This package provides funding for Prosper Portland to evaluate the development of a Brownfields Cleanup Tax Incentive authorized by HB 4084 to support the	FY 2018-19 Adopted Budget	FY 2018-19	150,000	1.0	Complete	Brownfields still on pause pending agreement from the County to establish a program. Comm. Fish's office is working with Comm. Kafoury's office to resolve the issue. These funds were carried over to FY19-20.
Legislative, Administrative, and Support	Prosper Portland	Expansion of Mercatus	Mercatus is a storytelling platform and directory initiative designed to elevate and connect entrepreneurs of color. The Mercatus Directory provides the opportunity for	FY 2018-19 Adopted Budget	FY 2018-19	100,000		Complete	My People's Market attracted more than 7,500 people to its fourth iteration, held June 1 – nearly double the attendance of the last Market held in November 2018. This unique event, a collaboration led by Travel Portland and Prosper Portland with music and entertainment curated by Y.G.B., celebrates Portland's multicultural small business owners and entrepreneurs of color. The next My People's Market will be in November 2019. The Mercatus Business Directory currently lists 480 businesses. In August Mercatus held an access to capital workshop for My People's Market vendors with four community lenders. Each business received one on one time with each lender as well as tools for determining how much inventory financing they might need. https://www.mypeoplesmarket.com/
Legislative, Administrative, and Support	Prosper Portland	Small Business Growth Program	This package would fund the Increase Project and Xxcelerate. Prosper Portland successfully piloted the	FY 2018-19 Adopted Budget	FY 2018-19	275,000		Complete	99 clients participated in growth programs this fiscal year (Increase cohorts 2-4, Xxcelerate cohorts 1-3). Funds were completely expended.
Legislative, Administrative, and Support	Prosper Portland	Small Business Technical Asst.-Tax & Fin. Suppt	The Inclusive Business Resource Network provides general business support and relies on supplemental service providers with expertise in financial & credit counseling, tax preparation, market research and bookkeeping to ensure their	FY 2018-19 Adopted Budget	FY 2018-19	100,000		Complete	More than 100 clients have received financial support services this fiscal year in the form of market research, financial coaching, tax support, bookkeeping support and support around working with investors and raising capital. All funds were expended.
Legislative, Administrative, and Support	Prosper Portland	Small Business Working Capital Micro Loans	The Small Business Working Capital fund is utilized to increase access to capital for small businesses. The aim of the program is to promote	FY 2018-19 Adopted Budget	FY 2018-19	(52,838)		Complete	This project was not backfilled by Prosper Portland. However, Prosper works with MESO on the IBRN program and MESO still provides micro loans to its clients.

Service Area	Bureau Name	Decision Package Title	Package Description	Funded in	Year Funded:	Package Funding	Package FTE	Package Status	Package Update
Legislative, Administrative, and Support	Prosper Portland	FY 2017-18 Carryover Cannabis Grant Funds	Prosper Portland is requesting to add its FY 2017-18 Cannabis Tax revenue allocation to the agencies FY 2018-19 budget. The funds will allow Prosper Portland to	FY 2018-19 Fall BMP	FY 2018-19	150,000		Complete	All funds were spent out by the end of the fiscal year. Prosper Portland executed a technical assistance contract with NuLeaf Project to provide technical assistance to cannabis businesses owned by people of color. NuLeaf has provided two grants of \$30,000 to Green Box, the state's first cannabis delivery service, and Green Hop, mission-driven NE Portland cannabis retail. As a direct result of NuLeaf Project funding, both businesses grew sales, profits, and employees. NuLeaf also partnered with Oregon Entrepreneur Network to provide 30 hours of cannabis business training to 6 entrepreneurs. In FY 19/20, they plan to improve the business 101 curriculum, facilitate meetups and explore doing low interest loans in order to allow for a revolving loan fund for businesses in their program. http://nuleafproject.org/
Legislative, Administrative, and Support	Prosper Portland	Venture Portland Catalytic Initiative	Venture Portland's innovative Catalytic Investment Initiative (CII) has a proven track-record of success providing high touch, personalized assistance to address disposition/historic and	FY 2018-19 Adopted Budget	FY 2018-19	200,000		Complete	Venture Portland served the following seven (7) districts in FY 18/19: 82nd Ave, Foster, Gateway, Kenton, Midway, St Johns, and Williams. MEMBERSHIP: Added 97 new members across all 7 business districts. LEADERSHIP: Created diversity benchmark template and increased board diversity by 33%. Added 17 new Board members for a total of 55 across all 7 districts. REVENUE: \$185,024 in new revenue (64% increase) Launched 6 new events in Foster, Gateway and St Johns. Expanded 9 in 82nd Ave, Foster, Kenton, Midway, St Johns, Williams. And hosted 20 revenue generating events
Legislative, Administrative, and Support	Prosper Portland	Traded Sector Inclusive Business Growth	Prosper Portland proposed requests funding to initiative three pilot programs that can build capacity for inclusion within particularly small traded sector companies: 1. Annual Traded Sector Diversity & Inclusion Seminar - \$25,000: bring in nationally-recognized experts for a one-day, intensive seminar focused on concrete ways small businesses can diversify their labor pool and foster better retention and inclusiveness in their practices. Beyond the immediate learning and information-sharing opportunities, this event will serve as a pipeline generator for our more extensive individual inclusion and diversity training activities, particularly those associated with the TechTown initiative. 2. Traded Sector Inclusive Innovation Fund - \$50,000: grant program, modelled after community livability grants, in which small, traded-sector employers can obtain	FY 2018-19 Adopted Budget	FY 2018-19	64,000		Complete	Inspiring Diversity Grants https://prosperportland.us/portfolio-items/inspiring-diversity-grant/ The Inspiring Diversity Grant was a new pilot program that launched in December 2018 for small, traded-sector employers located in the City of Portland with funding of \$58,000. Grant funding was offered to inspire creative equity-related best practices by employers around workforce, marketing and communications with a goal of creating new community partnerships with populations that have been traditionally under-represented. Prosper Portland received more than 40 applications for the first-time grant, and awarded nine local businesses grant funding from \$1700 to \$8000. This grant opportunity allows businesses that would otherwise lack funding to engage in diversity, equity and inclusion work. Recipients of the grant are leading firms that fall within our competitive industries including Athletic & Outdoor, Technology & Media, and Green Cities. BORA: Finding the right consultant was hard- they interviewed 4 different consultants and will be signing one next week. However, through this process they were able to put together an internal equity team. Additionally, among staff, knowing that the training is coming has made it far easier to talk about the need for it. People are becoming more aware of how services are provided and noticing who they are providing it to. Advanced Technology Communications in partnership with Hispanicpros provided workshops and trainings for underrepresented communities on drone Visual Observers and drone STEM skills training. Having trained Visual Observers and FAA certificated drone operators who are people of color from the community will make the drone industry more competitive by providing a larger pool of Latinos who understand the impact of aerial technology. Next Steps: In February there will be an event for IDG businesses to report out, and there will be a survey in March to collect metrics and close out the FY18-19 grant. Staff believe this program should be continued and scaled in future years. The budget office may receive a budget request in future years. Prosper Portland partnered with Emerging Leaders to administer the first Small Business Internship Grant with funding of \$58,000. This paid for internships for students of color this coming summer. 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We appreciate all that was developed through sales, our events, building of our new website, establishing new accounts, and launching of our new line We Are The Resilient." NEO Erica reflects on the value of her experience at Portland Garment Factory. "The people that I work with and the friendly work environment have made my experience that much more enjoyable. I love everyone's work ethic as well. Whenever we get jobs done, I know we did a great job. Lastly, it feels really fulfilling that my position is directly related to my major, so I know I'm getting a valuable experience out of it." Erica Suh: Portland Garment Factory Intern
Legislative, Administrative, and Support	Prosper Portland	Hill Block Project Working Group	Prosper Portland requests \$100,000 to support the Hill Block Project Working Group (PWG). These funds would	FY 2018-19 Fall BMP	FY 2018-19	100,000	1.0	Complete	This project is continuing through FY 19-20. Coordination is continuing with the Project Working Group to come up with a proposal for this site. Accomplishments for FY18-19 include community outreach strategy, agreement to bring the site into the TIF District, language around structure of ownership (i.e. non-profit or for profit), and setting up a meeting at the Asian Health Center with organizers from Seattle's Africa Town.
Legislative, Administrative, and Support	Prosper Portland	Hill Block & FAR Study Carryover	Prosper Portland requests \$75,000 for program funds from their FY 2017-18 budget that were not expended by the end of the FY 2017-18. These funds will support encumbrances and commitments that will be expended in early FY 2018-19.	FY 2018-19 Fall BMP	FY 2018-19	75,000		Complete	Hill Block: This project is continuing through FY19-20. Coordination is continuing with the Project Working Group. FAR: The purpose of the FAR study was to evaluate the feasibility of creating a standardized and centralized system to sell unused City-owned FAR to private developers in need of additional density. The study concluded that: •The City has a significant supply of City-owned FAR (31.2 million sq/ft) with which to establish a FAR Bank. •The potential demand for FAR beyond base entitlements and base+3 is estimated at 5 million square feet through 2035. •Selling city-owned FAR to meet this demand could generate between \$750,000 – \$3.7 million per year. •A well-designed pricing strategy will be critical to the viability of the program and must ensure that there is adequate incentive for developers to use it. With these conclusions, Prosper Portland and BPS will be engaging other bureaus and City Council to determine how/if to move the concept forward.
Legislative, Administrative, and Support	Prosper Portland	Portland Film Office	The Portland Film Office is a one FTE City entity supporting an industry that generated \$162M in economic activity FY16-17. The Film Office serves as the	FY 2018-19 Adopted Budget	FY 2018-19	142,240	1.0	Complete	Staff is focused on the financial sustainability of the Film Office, working with city bureaus to come to an agreement for future funding. Staff acts as liaison between production companies, local businesses impacted by filming and city bureaus; and led workforce development efforts within local industry via Talent Diversity Initiative, Outside the Frame support, Post Production grant program, and internship program on second season of 'Shrill.' There are ongoing discussions around a universal permit with Parks and PBOT and an MOU was signed in August to clarify roles of each bureau.

Service Area	Bureau Name	Decision Package Title	Package Description	Funded in	Year Funded:	Package Funding	Package FTE	Package Status	Package Update
Legislative, Administrative, and Support	Prosper Portland	Coordinated Community Plan & Development	Collectively, the partner Bureaus are planning, implementing, and investing in multiple projects and policy directives towards Portland's	FY2020 Adopted Budget	FY 2020	150,000		In progress	This project is continuing through FY 19-20. Coordination is continuing with the Project Working Group to come up with a proposal for this site. Accomplishments for FY18-19 include community outreach strategy, agreement to bring the site into the TIF District, language around structure of ownership (i.e. non-profit or for profit), and setting up a meeting at the Asian Health Center with organizers from Seattle's Africa Town.
Legislative, Administrative, and Support	Prosper Portland	Portland Means Progress	The goal is to promote private sector investment in programming that supports inclusive economic growth and job creation, based on findings from the Mayor's Council of Economic Advisors (CEA) to address key disparity issues in the city. The CEA Business Challenge is a city-wide	FY2020 Adopted Budget	FY 2020	300,000		In progress	50 Early Adopter businesses: - 94% have less than 3k employees - About 27k total employees represented - 12% identify as minority-owned - 34% identify as women-owned So far, half of PMP Early Adopters who signed on to the Work Experience Action have fulfilled their commitment, thus have provided underrepresented youth a paid and meaningful work experience opportunity. The Culture Change cohort met in July to network, discuss their progress, and share best practices. A Request for Proposal is now open to identify a group of equity practitioners to help build a Diversity, Equity & Inclusion Toolkit that encompasses the feedback from the July session. https://portlandmeansprogress.com/
Legislative, Administrative, and Support	Prosper Portland	IBRN - NPN Business Support	In 2014, Prosper Portland piloted a model of providing light touch business advising	FY2020 Adopted Budget	FY 2020	194,000		In progress	Currently setting up contracts with grant recipients
Legislative, Administrative, and Support	Prosper Portland	Portland Film Office	In collaboration with the City Budget Office and in response to the FY 18-19 Budget Note, the Portland Film Office is requesting	FY2020 Adopted Budget	FY 2020	142,000		In progress	Staff is focused on the financial sustainability of the Film Office, working with city bureaus to come to an agreement for future funding. Staff acts as liaison between production companies, local businesses impacted by filming and city bureaus; and led workforce development efforts within local industry via Talent Diversity Initiative, Outside the Frame support, Post Production grant program, and internship program on second season of 'Shrill'. There are ongoing discussions around a universal permit with Parks and PBOT and an MOU was signed in August to clarify roles of each bureau.
Legislative, Administrative, and Support	Prosper Portland	FY 2018-19 Carryover: Brownfield Program		FY2020 Adopted Budget	FY 2020	123,000		In progress	Brownfields still on pause pending agreement from the County to establish a program. Comm. Fish's office is working with Comm. Kafoury's office to resolve the issue.
Legislative, Administrative, and Support	Prosper Portland	Albina Vision		FY2020 Adopted Budget	FY 2020	75,000		In progress	Working on the grant agreement with Albina Vision Trust
Legislative, Administrative, and Support	Prosper Portland	James Beard Market		FY2020 Adopted Budget	FY 2020	100,000		Not Started	Coordinating with Mayor's office
Legislative, Administrative, and Support	Prosper Portland	Cannabis Tax Revenue to Prosper Portland	Amending adopted budget by moving 30% of Civic Life's carryover of Cannabis Tax funds for community grants to Prosper Portland.	FY2020 Adopted Budget	FY 2020	210,000		In progress	With the additional Prosper Portland support, NuLeaf Project will expand its NuFuel funding program to include grants ranging from \$1,000-\$30,000 and a larger, up to \$60,000, zero-interest, slow-payback loan. Cannabis entrepreneurs don't have access to traditional funding sources like bank loans or SBA-backed funding sources; their primary funding sources are household wealth and personal networks. Entrepreneurs of color have even less access to funding both from household wealth and private investors. This economic imbalance has helped create a diversity problem among cannabis business owners: nationwide, only 2.7% of plant-touching cannabis businesses have majority ownership by African-Americans, the community most economically harmed by cannabis criminalization. http://nuleafproject.org/

Bureau Performance Narrative

Below are updated program metrics and Prosper Portland's Key Performance Indicators. As of September 9, 2019, several metrics are still being collected by Prosper Portland partners for FY 2018-19 and will not be available until updated metrics are submitted for the FY 2020-21 Requested Budget.

Key performance metrics for FY 2018-19 mostly improved from FY 2017-18; however, in some cases did not meet targeted numbers.

Key Performance Measures	Measure Type Name	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2018-19 Actuals	FY 2019-20 Target	Strategic Target	Details
ZD_0039 Percentage of workforce in Multnomah County working in quality jobs	OUTCOME	47%	46%	48%	52%	48%	0	Adjusting the \$42,000 wage limit for 2019 dollars moves the limit to \$44,700.
ZD_0040 Percentage of start-up investment to firms founded, owned, or led by women	OUTCOME	70%	77%	65%	87%	0	0	Final year
ZD_0041 Percentage of start-up investment to firms founded, owned, or led by people of color	OUTCOME	56%	69%	80%	68%	0	0	Final year
ZD_0042 Percentage of Non-TIF Resources for Operating Budget (Staff, Materials and Services, Economic Development Programs)	OUTCOME	76%	79%	75%	73%	75%	0	
ZD_0043 Ratio of private investment to Prosper Portland financial assistance	OUTCOME	6.17	6.14	6.00	24.09	6.00	0	E-Zone companies invested far more than public investments or tax abatements
ZD_0057 Number of jobs created across agency	OUTPUT	0	N/A	2,600	2,486	2,600	0	

Other Performance Measures	Measure Type Name	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2018-19 Actuals	FY 2019-20 Target	Strategic Target	Details
ZD_0001 Number of volunteer hours provided by NPI Districts	OUTPUT	33,186	20,599	30,000	0	30,000	0	Not available until October
ZD_0002 Net number of businesses (NPI Districts)	OUTCOME	25	25	20	0	20	0	Not available until October
ZD_0005 Private Funds Leveraged by NPI Districts	EFFICIENCY	\$1,048,433	\$826,687	\$500,000	0	\$500,000	0	Not available until October
ZD_0006 Number of technical assistance hours to business district associations by Venture Portland	WORKLOAD	1,400	3,188	2,900	11,230	2,700	0	

Prosper Portland
Prior Year Performance Reporting

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Other Performance Measures	Measure Type Name	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2018-19 Actuals	FY 2019-20 Target	Strategic Target	Details
ZD_0010 Private Funds Leveraged by Venture Portland	EFFICIENCY	\$300,000	\$211,118	\$650,000	\$401,149	\$1,000,000	0	
ZD_0011 Number of projects funded by Venture Portland	WORKLOAD	26	27	35	29	35	0	
ZD_0020 Number of youth participants in workforce development	WORKLOAD	491	470	500	502	522	0	
ZD_0021 Percentage of youth participants POC in workforce development	EFFECTIVE	77%	75%	70%	64%	70%	0	
ZD_0022 Number of adult participants in workforce development	WORKLOAD	1,231	906	825	936	781	0	
ZD_0023 Percentage of adult participants people of color in workforce development	EFFECTIVE	61%	56%	50%	53%	65%	0	
ZD_0025 Number of Traded Sector business retention, expansion visits	WORKLOAD	744	368	350	402	350	0	
ZD_0026 Number of Traded Sector direct assistance, referral activities	WORKLOAD	853	332	400	450	400	0	
ZD_0027 Number of Traded Sector business relocations (within Portland) and expansions	EFFECTIVE	17	9	10	36	10	0	
ZD_0028 Number of Portland Traded Sector firms receiving export assistance	WORKLOAD	52	45	40	35	40	0	
ZD_0047 25 Businesses Invest in Expansion in 5 Years	OUTCOME	0	1	4	5	8	25	
ZD_0048 100 Startup Businesses Launched in 5 Years	OUTCOME	0	12	25	46	55	100	
ZD_0049 # of Businesses Receiving Light Touch Technical Assistance	WORKLOAD	0	513	400	594	400	0	
ZD_0050 Number of Businesses Receiving Long Term Technical Assistance	OUTPUT	1	370	1	497	400	0	

Prosper Portland

Prior Year Performance Reporting

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	Other Performance Measures	Measure Type Name	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Target	FY 2018-19 Actuals	FY 2019-20 Target	Strategic Target	Details
ZD_0051	Percent of Adult Participants in Workforce Development who Advanced in Employment as Demonstrated by Gain in Earnings, Wage or Benefits	OUTCOME	0	N/A	60%	62%	60%	0	
ZD_0053	Number of Companies Introduced to Capital Partners	OUTPUT	0	45	40	43	40	0	
ZD_0054	Jobs Resulting from Traded Sector Business Relocations and Expansions within Portland	OUTCOME	0	1,743	1,000	1,542	1,000	0	
ZD_0058	1000 Strong and Stable Businesses in 5 years	OUTCOME	0	N/A	0	118	400	1,000	

Performance Measure Cd	Performance Measure Name	Measure Title	Graph Title	Graph Description	Publish Measure	Graph Measure	Desired Direction	Reliability	Division	Datatype	KPM	Frequency
ZD_0001	# of vol hrs provided by NPI Districts	Number of volur NA		General trend h	YES	NO	UP	MEDIUM	ZDFS	0	NO	QUARTERLY
ZD_0002	Net new # of businesses in NPI Districts	Net number of businesses (NPI Districts)			YES	NO	UP	MEDIUM	ZDFS	0	NO	QUARTERLY
ZD_0005	Private Funds Leveraged by NPI Districts	Private Funds Leveraged by NPI Districts			YES	NO	UP	MEDIUM	ZDFS000001	3	NO	ANNUAL
ZD_0006	# of technical assistance hours to Bus Dis Assoc	Number of technical assistance hours to business			YES	NO	UP	MEDIUM	ZDFS000001	0	NO	ANNUAL
ZD_0010	Private Funds Leveraged by Venture Portland	Private Funds Leveraged by Venture Portland			YES	NO	UP	MEDIUM	ZDFS000001	3	NO	Annual
ZD_0011	# of projects funded by Venture Portland	Number of projects funded by Venture Portland			YES	NO	NONE	MEDIUM	ZDFS000001	0	NO	ANNUAL
ZD_0020	# of youth participants in Workforce Dev	Number of youth participants in workforce develop			YES	NO	UP	MEDIUM	ZDFS000001	0	NO	QUARTERLY
ZD_0021	% of youth participants POC in Workforce Dev	Percentage of youth participants POC in workforc			YES	NO	UP	HIGH	ZDFS000001	6	NO	QUARTERLY
ZD_0022	# of adult participants in Workforce Dev	Number of adult participants in workforce develop			YES	NO	UP	MEDIUM	ZDFS000001	0	NO	QUARTERLY
ZD_0023	% of adult participants POC in Workforce Dev	Percentage of adult participants people of color in			YES	NO	UP	HIGH	ZDFS000001	6	NO	QUARTERLY
ZD_0025	# of business retention, expansion visits	Number of Trad NA	NA		YES	NO	UP	NA	ZDFS000001	0	NO	ANNUAL
ZD_0026	# of direct assistance, referral activities	Number of Trad NA	NA		YES	NO	UP	MEDIUM	ZDFS000001	0	NO	ANNUAL
ZD_0027	# of business relocations within Portland and expansions	Number of Trad NA	NA		YES	NO	UP	MEDIUM	ZDFS000001	0	NO	ANNUAL
ZD_0028	# of Portland Traded Sector firms receiving export assistance	Number of Portl NA	NA		YES	NO	UP	MEDIUM	ZDFS000001	0	NO	ANNUAL
ZD_0039	% of workforce in Multnomah Cty working in quality jobs	Percentage of w	Percentage of V	Workers earning	YES	YES	UP	HIGH	ZDFS000001	7	YES	ANNUAL
ZD_0040	% of start-up investments to women-led firms	Percentage of s	Percentage of S	Access to capita	YES	YES	UP	HIGH	ZDFS000001	6	YES	ANNUAL
ZD_0041	% startup investments to firms led by POC	Percentage of s	Percentage of S	Access to capita	YES	YES	UP	HIGH	ZDFS000001	6	YES	ANNUAL
ZD_0042	% of non-TIF resources for operating budget	Non-TIF	Percentage of N	With the project	YES	YES	UP	HIGH	ZDFS000001	7	YES	MONTHLY
ZD_0043	Ratio of Private Investment to Prosper Fin. Assist.	Ratio of private i	Ratio of Private	The ratio of addi	YES	YES	UP	HIGH	ZDFS000001	1	YES	ANNUAL
ZD_0047	25 Businesses Invest in Expansion in 5 Years	25 Businesses I	25 Businesses I	This is a new m	YES	NO	UP	MEDIUM	ZDFS000001	0	NO	QUARTERLY
ZD_0048	100 Startup Businesses Launched in 5 Years	100 Startup Bus NA		This is a new pe	YES	NO	UP	MEDIUM	ZDFS000001	0	NO	QUARTERLY
ZD_0049	# of Businesses Receiving Light Touch Tech. Assist.	# of Businesses NA		This is a new m	YES	NO	UP	MEDIUM	ZDFS000001	0	NO	QUARTERLY
ZD_0050	# of Businesses Receiving Long Term Tech. Asst.	Number of Busir	Number of Busir	This is a new pe	YES	NO	UP	MEDIUM	ZDFS000001	0	NO	QUARTERLY
ZD_0051	% of Adult Participants who advance in Workforce	Percent of Adult NA		This is a new pe	YES	NO	UP	MEDIUM	ZDFS000001	6	NO	QUARTERLY
ZD_0053	# of Companies introduced to Capital Partners	Number of Com	Number of Companies	Introduce	YES	NO	UP	HIGH	ZDFS000001	0	NO	ANNUAL
ZD_0054	Jobs Resulting from Traded Sector Reloc/ Expan	Jobs Resulting f	Jobs Resulting f	New measure. T	YES	NO	UP	HIGH	ZDFS000001	0	NO	ANNUAL
ZD_0057	Number of jobs created across agency	Number of jobs	Number of jobs	Calculated by	YES	NO	UP	HIGH	ZDFS000001	0	YES	ANNUAL
ZD_0058	1000 Strong and Stable Businesses in 5 years	1000 Strong and Stable Businesses in 5 years			YES	NO	UP	MEDIUM	0	0	NO	QUARTERLY

First and last name of the person overseeing the program reflected by the measure. Reported as "Bureau data source program manager" on performance dashboard.

Measure Type	Aggregation	Unit of Measure	Formula	Target Year	Strategic Plan	Collection Method	Program Mgr	Program Mgr E-Mail	Data Contact	Data Contact E-Mail	URL
OUTPUT	1	Number of	Volu Count	FY 2018-19	4. Civic network	Districts reportin	Dana Deklyn	deklyend@prosp	Dana Deklyn	deklyend@prosp	(blank)
OUTCOME	1	# of new busine	Count of total businesses less pr		4. Civic network	Analysis of QCE	Dana DeKlyen	deklyend@prosp	Robert Smith	smithr@prosperportland.us	
EFFICIENCY	1	Funds leverage	Total external funding		4. Civic Network	District Reportin	Dana DeKlyen	deklyend@prosp	Dana DeKlyen	deklyend@prosperportland.us	
WORKLOAD	1	Total hours	Sum of hours		4. Civic network	Venture Portlan	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@properportland.us	
EFFICIENCY	1	Funds leverage	Total dollars		4. Civic network	Venture Portlan	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@prosperportland.us	
WORKLOAD	1	Number of Proje	Total number of projects funded		4. Civic Network	Venture Portlan	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@prosperportland.us	
WORKLOAD	1	Number	Sum			Data Reported v	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@prosperportland.us	
EFFECTIVE	1	Percente	Youth participants people of colo		4. Civic network	Data reported vi	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@prosperportland.us	
WORKLOAD	1	Number	Sum		4. Civic network	Data reported vi	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@prosperportland.us	
EFFECTIVE	1	Percent	Adult participants people of color		4. Civic network	Data Reported v	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@prosperportland.us	
WORKLOAD	1	NA	Count	FY 2018-19	quality	Internally Repor	Troels Adrian	adriant@prospe	Troels Adrian	adriant@prospe	(blank)
WORKLOAD	1	NA	Count	FY 2018-19	quality	Internally Repor	Troels Adrian	adriant@prospe	Troels Adrian	adriant@prospe	(blank)
EFFECTIVE	1	NA	Count	FY 2018-19	quality	Internally Repor	Troels Adrian	adriant@prospe	Troels Adrian	adriant@prosperportland.us	
WORKLOAD	1	NA	Count	FY 2018-19	quality	Internally Repor	Troels Adrian	adriant@prospe	Troels Adrian	adriant@prospe	(blank)
OUTCOME	1	Percentage	Number of work 2020		Strategic Plan 2	Data is pulled fr	Tory Campbell		Robert Smith	smithr@prosper	http://www.economicmodeling.com/
OUTCOME	1	Percentage	Percentage Star 2020		Strategic Plan 2	Inclusive Startu	Tory Campbell		Robert Smith	smithr@prosperportland.us	
OUTCOME	1	Percentage	Percentage of S 2020		Strategic Plan 2	Semi-annual re	Tory Campbell		Robert Smith	smithr@prosper	(blank)
OUTCOME	1	Percentage	Total Non-TIF O 2020		Strategic Plan 2	Data pulled and	Tony Barnes	barnest@prosp	Tony Barnes	barnest@prosp	http://prosperportland.us/about-us/our-budget/
OUTCOME	1	Number	Outside investm	Annually	Program Guideli	The ratio of addi	Robert Smith	smithr@prosper	Robert Smith	smithr@prosper	http://prosperportland.us/what-we-do/
OUTCOME	1	Number	Total number of	FY 2018-19	3. Foster Wealt	Data reported vi	Katherine Krajn	krajnakk@prosp	Katherine Krajn	krajnakk@prosp	(blank)
OUTCOME	1	Number	Total number of	FY 2018-19	3. Foster Wealt	The data is repc	Katherine Krajn	krajnakk@prosp	Katherine Krajn	krajnakk@prosp	(blank)
WORKLOAD	1	Number	Total number of	FY 2018-19	3. Foster Wealt	This data will be	Katherine Krajn	krajnakk@prosp	Katherine Krajn	krajnakk@prosp	(blank)
OUTPUT	1	Percent	Total number of	FY 2018-19	3. Foster Wealt	Data reported vi	Katherine Krajn	krajnakk@prosp	Katherine Krajn	krajnakk@prosp	(blank)
OUTCOME	1	NA	Percent of Adult	FY 2018-19	4. Form 21st Ce	Data reported vi	Amy Fleck-Rose	fleck-rosetea@ç	Amy Fleck-Rose	fleck-rosetea@ç	(blank)
OUTPUT	1	Number	Number of Com	FY 2018-19	2. Access to Hig	Internally collect	Troels Adrian	adriant@prospe	Troels Adrian	adriant@prospe	(blank)
OUTCOME	1	Number	Total number of	FY 2018-19	2. Access to Hig	Internally collect	Troels Adrian	adriant@prospe	Troels Adrian	adriant@prospe	(blank)
OUTPUT	1	Number	sum of fiscal ye	2018-19	(blank)	The data for this	Tony Barnes	barnest@prosp	Tony Barnes	barnest@prosp	(blank)
OUTCOME	1	and stable	of business		Wealth	via Outcome	Katherine Krajn	krajnakk@prosp	Katherine Krajn	krajnakk@prosperportland.us	