



**CITY OF PORTLAND**  
**Office of Government Relations**  
**FY 2020-2021 Requested Budget**

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Office of Mayor Ted Wheeler  
City of Portland

DATE: January 29, 2020

TO: Commissioner Amanda Fritz  
Commissioner Jo Ann Hardesty  
Commissioner Chloe Eudaly  
Auditor Mary Hull Caballero

RE: Office of Government Relations FY 2020-21 Requested Budget

Attached is the Office of Government Relations FY 2020-21 Requested Budget.

The Requested Budget is the result of a process that included a detailed review and subsequent input and recommendations from the Government Relations Budget Advisory Committee. The proposal aligns with the office's Five-year Strategic Plan and the Bureau Racial Equity Plan, and prioritizes resources essential to continuing the core services provided to the City. The Requested Budget includes a Tribal Relations Program Enhancement Decision Package.

Please contact the Office of Government Relations if you have any questions.

Thank you for your consideration.

Mayor Ted Wheeler



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CITY OF  
**PORTLAND, OREGON**

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GOVERNMENT RELATIONS

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Portland, OR 97204  
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Fax: (503) 823-3014

DATE: January 29, 2020

TO: Mayor Ted Wheeler  
Commissioner Amanda Fritz  
Commissioner Jo Ann Hardesty  
Commissioner Chloe Eudaly  
Auditor Mary Hull Caballero

FROM: Budget Advisory Committee for the Office of Government Relations (Stacy Cowan, Susan Dietz, Chido Dhliwayo, Elizabeth Edwards, Rachael Wiggins Emory, Daniel Eisenbeis, Laura John, Moof Mayeda, David Salerno Owens, and Nils Tillstrom)

RE: Recommendations for Government Relations FY 2020-21 Requested Budget

The Office of Government Relations Budget Advisory Committee (BAC) is comprised of three community members, including two who served on the BAC for FY 2019-20 budget development, as well as Government Relations program managers. Community participants represent a cross-section of perspectives with varied experiences in civic engagement, including a software engineer, director of equity and education professional, and government relations professional.

The BAC met this month to discuss Government Relations' draft program offers and decision package. The BAC discussed the Mayor's budget priorities, as well as the equity implications of the base budget and how the decision package will advance the achievement of equity in the community, City, and office. The BAC supports the Government Relations proposal for five program offers of State, Federal, International, Tribal and Regional Relations, with administrative costs and functions disbursed evenly across the programs, and also supports approval of the decision package to bolster the Tribal Relations program.

**State Relations Program Offer: \$638,153**

The State Relations Program leads the development of a legislative agenda that reflects the priorities of the Mayor, City Council, Auditor and bureaus. State Relations is responsible for the centrally coordinating and executing the City of Portland’s lobbying efforts at the Oregon Capitol, including advancing the City’s agenda, pursuing positive funding and policy opportunities, and defending against efforts to limit or preempt local authority.

**Federal Relations Program Offer: \$554,368**

The Federal Relations Program leads the development and advancement of the City’s legislative and regulatory priorities with Congress and administrative agencies in Washington, DC. Federal Relations maintains positive working relationships with Congressional district offices and centrally coordinates the City’s lobbying efforts on appropriation and grant funding opportunities, affirmative regulatory and statutory policy improvements, and defending against efforts to limit or preempt local authority.

**International Relations Program Offer: \$311,161**

The International Relations Program leads the City’s work with Portland’s nine sister cities and one friendship city, including direct engagement with foreign governments and the local presidents of the non-profit sister and friendship city associations. The International Relations Program develops and ensures adherence to international and cultural protocols. Annually, the program welcomes approximately 70 delegations to Portland from around the world and supports strategically important outbound international missions.

**Tribal Relations Program Offer: \$333,700**

The Tribal Relations Program promotes culturally grounded, long-term, positive relationships and decision-making processes through engagement with tribal governments and the urban Indian community. The Tribal Relations Program affirms and strengthens the City of Portland’s commitment to urban Indian leaders, coordinates policymaking with the urban American Indian/Alaskan Native communities, and centrally coordinates government-to-government relations with tribal governments. The Program is also responsible for an annual summit and regular outreach with elected tribal leaders.

**Regional Relations Program Offer: \$320,055**

The Regional Relations Program leads strategic regional intergovernmental relations and conducts high-level outreach to surrounding regional governments to advance the City’s policy goals. The Program works with the Mayor, Commissioners, Auditor, and bureaus to pursue the City’s goals on complex, multijurisdictional projects and provide a more consistent and coordinated voice for Portland to the region.

FY 20-21 Government Relations (No Decision Package)						Total:
Interagency Revenues						\$196,000
Intergovernmental Revenues						\$35,000
General Fund Discretionary						\$878,311
General Fund Overhead						\$1,048,126
<b>Total Revenues:</b>						<b>\$2,157,437</b>
Expenses:	State Rel.	Fed. Rel.	Int. Rel.	Trib. Rel.	Reg. Rel.	Total:
Personnel	\$533,418	\$289,952	\$247,243	\$263,121	\$262,481	\$1,596,215
External Material and Services	\$14,886	\$221,635	\$21,635	\$26,636	\$13,635	\$298,427
Internal Material and Services	\$89,849	\$42,781	\$42,283	\$43,943	\$43,939	\$262,793
<b>Total Expenses:</b>	<b>\$638,153</b>	<b>\$554,368</b>	<b>\$311,161</b>	<b>\$333,700</b>	<b>\$320,055</b>	<b>\$2,157,435</b>

**Decision Package: \$150,000**

Government Relations is requesting a decision package of \$150,000 in ongoing funding for a new position of Tribal Relations Associate and Tribal Relations programmatic travel and events. When the program was initially placed in Government Relations, no programmatic funding was included. The decision package will add needed capacity for tribal relations coordination, outreach, advice, and support for City offices and bureaus through an additional FTE. Programmatic funding will support delivery of the annual tribal nations summit and other events, delegation visits to tribal governments in the region, attendance at recurring conferences of tribal government representatives, and gift exchanges consistent with cultural protocols. Of the total decision package amount (\$150,000), Government Relations has also secured \$75,000 in new interagency and intergovernmental agreements (not included in the tables above) that could provide a 50 percent offset, per direction in the Mayor’s Budget Guidance.

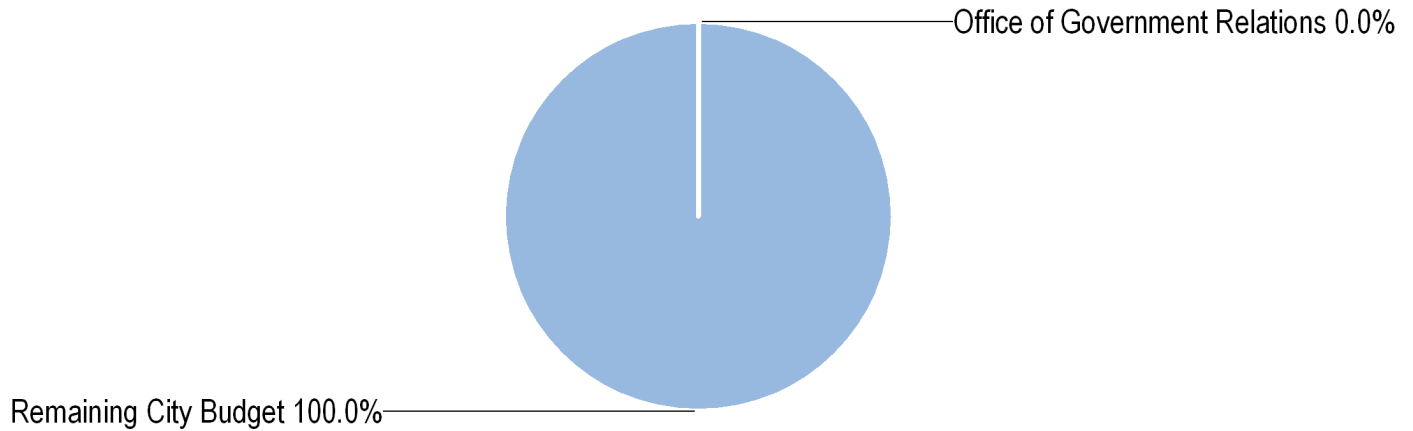
# Office of Government Relations

City Support Services Service Area

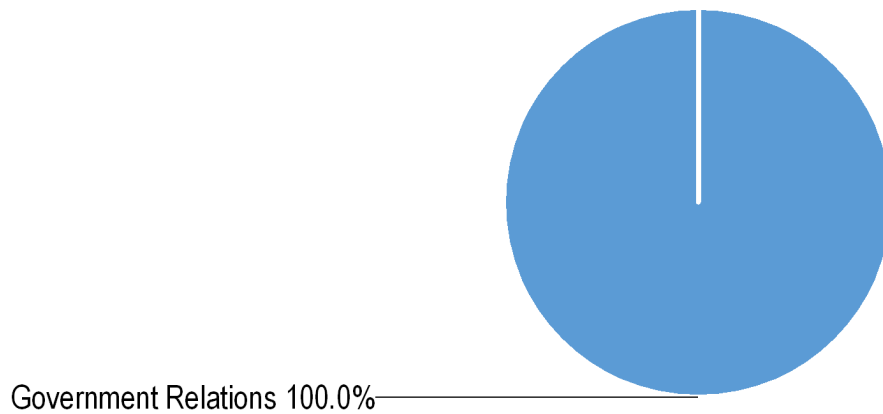
Mayor Ted Wheeler, Commissioner-in-Charge

Elizabeth Edwards, Director

**Percent of City Budget Graph**



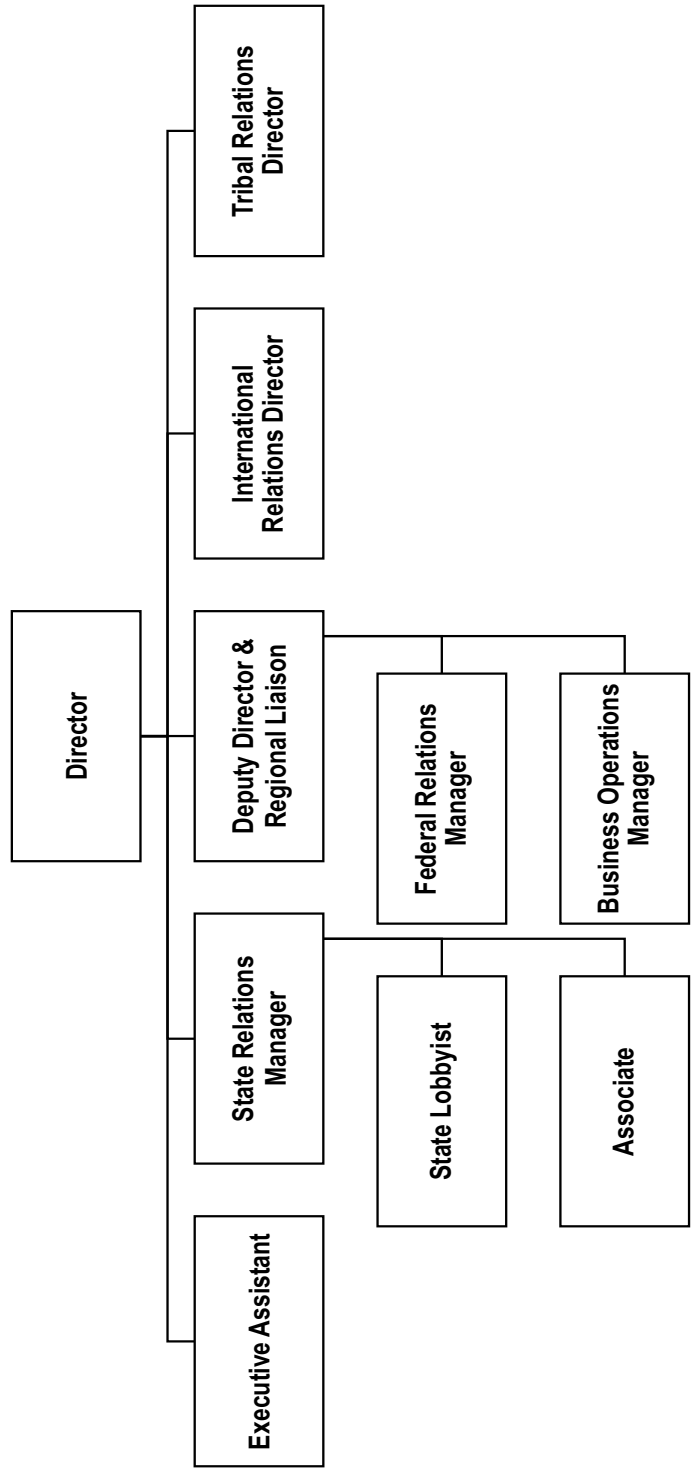
**Bureau Programs**



**Bureau Overview**

Requirements	Revised FY 2019-20	Requested FY 2020-21	Change from Prior Year	Percent Change
Operating	\$2,072,645	\$2,457,437	\$384,792	19%
Capital	\$0	\$0	\$0	0%
<b>Total</b>	<b>\$2,072,645</b>	<b>\$2,457,437</b>	<b>\$384,792</b>	<b>19%</b>
Authorized Positions	10.00	12.00	2.00	0%

# OFFICE OF GOVERNMENT RELATIONS





## Bureau Summary

### Bureau Mission

The mission of the Office of Government Relations is to advance the City of Portland's legislative and intergovernmental policy objectives. The Office provides effective representation, strategic advice, and quality service to the City Council and all City bureaus. The work of Government Relations is politically sensitive, equity-minded, diverse and complex. Government Relations staff work together collaboratively to meet the needs of client offices and bureaus in a fast-paced environment, ensuring that the interests of the City are advanced.

### Bureau Overview

Government Relations represents the City Council, Auditor, City bureaus, and Prosper Portland on legislative and administrative issues at the regional, state, federal, tribal, and international levels. Government Relations advances City policy goals and initiatives through effective advocacy to federal, state, and regional governments, and a broad range of non-governmental entities. Government Relations centrally coordinates relations with tribal governments and facilitates policymaking with the urban American Indian/Alaskan Native communities. Government Relations also oversees the City's International Relations Program, which includes Portland's nine sister cities and one friendship city and welcomes international delegations to Portland on a weekly basis. The Office has permanent staff in City Hall and temporary staff in Salem during legislative sessions.

### Strategic Direction

The Office of Government Relations has four main goals adopted in its 2016-2020 strategic plan:

- ◆ Advocate effectively for the City of Portland
- ◆ Provide quality, effective, and timely customer service
- ◆ Elevate Portland's international reputation
- ◆ Advance equity

Government Relations is currently updating its strategic plan and bureau racial equity plan, to be completed by the close of FY 19-20. The updated plans will reflect the enlarged scope of work for the office, which includes the addition of the Tribal Relations Program and Regional Relations Program.

The Tribal Relations Program promotes culturally grounded, long-term, positive relationships and decision-making processes through engagement with tribal governments and the urban Indian community. The Tribal Relations Program affirms and strengthens the City of Portland's commitment to urban Indian leaders, coordinates policymaking with the urban American Indian/Alaskan Native communities, and centrally coordinates government-to-government relations with tribal governments. The Program is also responsible for an annual summit and regular outreach with elected tribal leaders.

The Regional Relations Program is discussed in the following section.

## Office of Government Relations

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### **Advocate effectively for the City of Portland**

In the coming fiscal year, the Office will work to achieve this goal by developing the City's state and federal legislative and regulatory priorities with the City Council and City bureaus; advancing the City's agendas in Salem and Washington, DC; building and maintaining effective working relationships with regional and intergovernmental officials; and using technology to advance advocacy capabilities.

At the federal level, Government Relations will focus on advancing the City Council's key legislative and regulatory priorities in Congress and with federal agencies. Priorities for 2020 include: Providing Affordable Housing; Addressing Homelessness; Investing in Mental Health & Addiction Services; Portland is a Growing, Welcoming, Inclusive, and Sanctuary City; Making a Resilient City; Portland Harbor Superfund Clean-up; Keeping Portland Moving; Confronting the Climate Crisis; and National Flood Insurance Program Compliance with the Endangered Species Act; as well as advancing the City's interests on other federal issues as they arise. The Office will coordinate all federal requests for support at the City, and work closely with each bureau and office to ensure that requests are prioritized and not in direct competition. In addition, Government Relations will facilitate opportunities to advance City priorities at a national level, through organizations such as the U.S. Conference of Mayors and the West Coast Alliance of Mayors. The process for beginning planning for the 2021 federal agenda will begin in fall of 2020.

For the 2020 state legislative session, the City Council approved a consensus legislative agenda to: Reduce Emissions & Invest in a Low-Carbon Future; Increase Equity in Clean Energy Access; Mitigate Risk of Fossil Fuels; Improve Officer Accountability; Promote Gun Safety; Fund Community Mental Health; Advance Equitable Homeownership & Opportunity; and Protect and Strengthen the City's Authority to Address Policy Issues, Raise Revenue, and Manage City Administration. The Office of Government Relations provides strategic advice and advocacy to advance these and other City interests. The process for developing the 2021 state legislative session will begin in the summer of 2020.

In the metropolitan region, Government Relations strategically positions the City of Portland to advance intergovernmental objectives with jurisdictions such as Metro, TriMet, the Port of Portland, counties, cities, and special districts, and through organizations such as the Metropolitan Mayor's Consortium. With Council Offices and other City bureaus, the program has worked to enhance coordination with other jurisdictions to improve behavioral health and homeless services capacity, improve regional air quality, and fund equitable and multimodal transportation improvements.

### **Provide Quality, Effective, and Timely Customer Service**

The Office continues to focus on the highest quality of customer service. Specifically, the Office will focus on keeping clients informed with timely information and useful updates, providing excellent strategic advice, creating continuous improvements to services, and fostering an environment of employee engagement and satisfaction.

**Elevate Portland's  
International  
Reputation**

Since taking on the International Relations Program from the Mayor's Office in March 2014, Government Relations has worked hard to make Portland a more welcoming international city through fostering successful sister city associations, deepening connections with the local diplomatic community, and promoting international partnerships and exchanges. In 2019, Portland celebrated the 60th anniversary of its sister city relationship with Sapporo, Japan by hosting a delegation of approximately 90 people from Sapporo, and sending a delegation to Sapporo. Government Relations partnered with Prosper Portland to extend the Sapporo trip into Tokyo and the Kansai region to strengthen economic relationships and trade between Portland and Japan.

**Advance Equity**

The Office will work to create opportunities for Portland to become a more inclusive and equitable city. Government Relations is committed to improving equity in its internal operations and in the delivery of advocacy services. To that end, the Office will utilize inclusive and equitable recruiting practices, and promote an inclusive and supportive work environment to develop and retain employees.

# Office of Government Relations

## Summary of Bureau Budget

	Actuals FY 2017-18	Actuals FY 2018-19	Revised FY 2019-20	Requested No DP FY 2020-21	Requested FY 2020-21
<b>Resources</b>					
<b>External Revenues</b>					
Intergovernmental	35,000	35,000	35,000	35,000	40,000
Miscellaneous	0	89	0	0	0
<b>External Revenues Total</b>	<b>35,000</b>	<b>35,089</b>	<b>35,000</b>	<b>35,000</b>	<b>40,000</b>
<b>Internal Revenues</b>					
General Fund Discretionary	491,981	653,678	874,561	878,311	980,895
General Fund Overhead	859,617	932,981	967,084	1,048,126	1,170,542
Interagency Revenue	189,305	196,000	196,000	196,000	266,000
<b>Internal Revenues Total</b>	<b>1,540,903</b>	<b>1,782,659</b>	<b>2,037,645</b>	<b>2,122,437</b>	<b>2,417,437</b>
Beginning Fund Balance					
<b>Resources Total</b>	<b>1,575,903</b>	<b>1,817,748</b>	<b>2,072,645</b>	<b>2,157,437</b>	<b>2,457,437</b>
<b>Requirements</b>					
<b>Bureau Expenditures</b>					
Personnel Services	1,058,630	1,305,260	1,547,976	1,596,215	1,806,683
External Materials and Services	267,736	302,584	321,466	298,427	387,959
Internal Materials and Services	249,538	209,905	203,203	262,795	262,795
<b>Bureau Expenditures Total</b>	<b>1,575,903</b>	<b>1,817,748</b>	<b>2,072,645</b>	<b>2,157,437</b>	<b>2,457,437</b>
Ending Fund Balance					
<b>Requirements Total</b>	<b>1,575,903</b>	<b>1,817,748</b>	<b>2,072,645</b>	<b>2,157,437</b>	<b>2,457,437</b>
<b>Programs</b>					
Government Relations	1,575,903	1,817,748	2,072,645	2,157,437	2,457,437
<b>Total Programs</b>	<b>1,575,903</b>	<b>1,817,748</b>	<b>2,072,645</b>	<b>2,157,437</b>	<b>2,457,437</b>

## FTE Summary

Class	Title	Salary Range		Revised FY 2019-20		Requested No DP FY 2020-21		Requested FY 2020-21	
		Min	Max	No.	Amount	No.	Amount	No.	Amount
30000004	Commissioner's Admin Support Specialist	40,248	68,224	1.00	67,184	1.00	67,185	1.00	67,185
30002511	Commissioner's Senior Staff Rep	67,933	110,989	1.00	45,957	1.00	89,211	1.00	89,211
30000005	Commissioner's Staff Rep	51,126	102,773	3.00	241,675	3.00	255,652	5.00	391,372
30003034	Deputy Director I	80,205	145,808	1.00	135,990	1.00	142,814	1.00	142,814
30003037	Director I	111,696	197,246	1.00	156,582	1.00	156,580	1.00	156,580
30003061	Government Relations Lobbyist I	69,805	131,248	2.00	209,602	2.00	209,602	2.00	209,602
30003062	Government Relations Lobbyist II	80,205	145,808	1.00	98,990	1.00	113,131	1.00	113,131
<b>Total Full-Time Positions</b>				<b>10.00</b>	<b>955,980</b>	<b>10.00</b>	<b>1,034,175</b>	<b>12.00</b>	<b>1,169,895</b>
<b>Grand Total</b>				<b>10.00</b>	<b>955,980</b>	<b>10.00</b>	<b>1,034,175</b>	<b>12.00</b>	<b>1,169,895</b>



# Federal Relations

## Program Description & Goals

The Office of Government Relations is comprised of five primary programs: State, Federal, International, Tribal and Regional Relations; administrative functions are evenly disbursed across the programs. The Federal Relations Program leads the development and advancement of the City's legislative and regulatory priorities with Congress and administrative agencies in Washington, DC. Federal Relations is also responsible for maintaining positive working relationships with the congressional district offices and national organizations representing the interests of cities. Lobbying efforts include appropriation and grant funding opportunities, affirmative regulatory and statutory policy improvements and defending against efforts to limit or preempt local authority.

The Federal Relations Program works with City Council to establish an annual federal legislative and regulatory agenda in Congress and with federal agencies. The agenda priorities for 2020 include: Providing Affordable Housing; Addressing Homelessness; Investing in Mental Health & Addiction Services; Portland is a Growing, Welcoming, Inclusive, and Sanctuary City; Making a Resilient City; Portland Harbor Superfund Clean-up; Keeping Portland Moving; and Confronting the Climate Crisis; and National Flood Insurance Program Compliance with the Endangered Species Act; as well as advancing the City's interests on other federal issues as they arise. Every year, the Federal Relations Program meets with all five Portland Congressional delegation offices to advocate for the City's interests. Important performance measures for the Federal Relations Program also include: feedback from the Office Government Relations' annual customer service survey on responsiveness, progress on issues, and overall performance. Successful federal legislative and regulatory advocacy relies on having strong relationships with key members of Congress and staff, lead agency staff and a network of other cities and national organizations to amplify shared-urban issues on the national stage.

Measure Title	PM 2017-18 Actuals	PM 2018-19 Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
Percentage of Respondents Rating Government Relations either Very Responsive or Responsive	98%	100%	100%	100%	100%
Percentage of respondents rating services as excellent or very good	86%	90%	95%	95%	95%
Percentage of respondents reporting progress made on state, federal, or intergovernment issues	97%	95%	75%	75%	75%

## Explanation of Services

The City of Portland does not operate in a vacuum and shares constituents with many other levels of government: regional, state, federal, tribal and international. At the Federal level, Congress and the Administration direct significant funding to state and local governments, set national policy impacting everything from environmental protections to fair housing standards, and occasionally attempt to preempt local control (e.g., 5G infrastructure and autonomous vehicles). In order to both protect City priorities and advance a robust policy agenda, the Federal Relations Program is tasked with lobbying Congress and executive agencies. Every year, the Federal Relations Program works with Council and Bureaus to vet, develop and approve a comprehensive legislative and regulatory agenda. Recent federal lobbying activities resulted in the following benefits to the City and Portlanders:

- Increased funding for housing, homeless, and addiction services (see Equity Impacts for specific figures);
- Positioning the Mayor and Council in a leadership position on homelessness, livability and substance abuse issues impacting urban communities;
- Collaborating with congressional leaders to help further position the City as a national leader on climate policy;
- Maintaining Urban Area Security Initiative funding for regional preparedness efforts related to natural disasters and terrorism threats (\$3.25 million in 2019);
- Positioning the City of Portland and the region for a potential significant infrastructure bill and the opportunity to elevate projects for congressionally directed spending;
- Secured an invitation for the Portland Water Bureau to apply to the EPA's WIFIA loan program for the Bull Run Treatment Program; and
- Secured appropriations language to direct the US Army Corps of Engineers to spend \$732,000 on the replacement of the culvert on Tryon Creek under OR Hwy 43.

The Federal Relations Program consists of 1.67 FTE located in Portland, Oregon and a contract for representation in Washington, DC. The Program Manager travels between four and five times each year (to Washington, DC and to conferences) to advocate on behalf of the City. The Program coordinates daily with client offices and bureaus to meet the needs of their federal policy goals, and to address ad hoc political issues as they arise. The Program regularly communicates to client offices and bureaus about what federal actions mean to the City, and provides the City's congressional delegation with Portland-specific impacts to show the result of federal policies. The Program also conducts outreach to national advocacy organizations and other cities across the country on shared federal priorities.

## Equity Impacts

In the legislative and regulatory agenda building process, the Federal Program provides explicit direction for client offices and bureaus to apply an equity lens when considering and submitting ideas for potential inclusion in the City's federal agenda. As part of the federal agenda development and preparation, the Federal Relations Program conducts specific outreach to key partner cities along the West Coast to align priorities and reflect the needs of underserved communities. The Bureau's Racial Equity Plan specifically directs the Office to advance issues impacting underserved communities (see recent examples of federal items provided in sections above). Examples of this work include increasing resources for programs that address housing capacity and homelessness: the HOME Partnerships Investment Program (\$1.35 billion, with \$3.67 million coming to Portland), the Community Development Block Grant program (\$3.4 billion, with \$8.51 million coming to Portland), the Emergency Solutions Grants (\$280 million, with \$728,939 coming to Portland), Housing Opportunities for People Living with AIDS (\$393 million, with \$1.6 million coming to Portland) and the Continuum of Care program (\$2.2 billion, with \$23 million to the Portland area). Additionally, the Federal Relations Program coordinates regularly with the Tribal Relations Program to include matters of importance to Tribes and the urban Indian community, such as tribal sovereignty and Missing and Murdered Indigenous Women, in the federal agenda.



## Changes to Program

Changes due to external factors:

There has been an increased need to provide regular information to client offices and city bureaus about the impact of actions by the Administration. Otherwise, Program demands remain the same.

Changes to resources:

Federal Relations program offer resources for FY 20-21 are on par with FY 19-20 and reflect refined allocation of programmatic and administrative resources.

Changes to Organizational Structure:

Staffing and resource allocations to the Federal Relations Program remain the same.

## Program Budget

	FY 2017-18 Actuals	2018-19 Actuals	2019-20 Revised	2020-21 Requested with DP
<b>Bureau Expense</b>				
External Materials and Services	0	0	220,614	221,635
Internal Materials and Services	0	0	35,944	42,781
Personnel	0	0	264,777	289,952
<b>Sum:</b>	<b>0</b>	<b>0</b>	<b>521,335</b>	<b>554,368</b>
FTE	0	0	0	1.67

**Resources:** Government Relations operates from General Fund and interagency agreements with other City bureaus.

**Expenses:** The expenditures for Government Relations, including the Federal Relations Program, are generally personnel, travel and operating expenses. The Federal Relations Program also includes a contract for lobbying in Washington, DC.

**Staffing:** Currently, under the organizational structure, Government Relations has 10 full-time staff (FTE). The Federal Relations Program has one program staff FTE with a contract for lobbying in Washington, DC. One-fifth of the administrative and management staffing budget is also allocated to the Federal Relations Program. (Government Relations is working with Management & Finance–Accounting to ensure a similar allocation for FY 19-20 correctly displays in the program offer report when FY 19-20 actuals are reported; program offer FTE for FY 19-20 Revised incorrectly displays in the program budget table above as “0”.)

**Assets and Liabilities:** None

## Program Information

**Bureau:** Office of Government Relations

**Program Contact:** Nils Tillstrom

**Website:** <https://www.portlandoregon.gov/ogr/>

**Contact Phone** 503-823-3227

# International Relations

## Program Description & Goals

The Office of Government Relations is comprised of five primary programs: State, Federal, International, Tribal and Regional Relations; administrative functions are evenly disbursed across the programs. The International Relations Program helps to build strategic and intergovernmental relationships to identify and promote international partnerships and exchanges that advance the policy goals and objectives of the City of Portland. The International Relations Program also manages the City's work with Portland's nine sister cities and one friendship city, including direct engagement with foreign governments and the local presidents of the non-profit sister and friendship city associations. The program develops and ensures adherence to international and diplomatic protocols by interfacing with Portland's local international network and diplomatic community. Annually, the program welcomes approximately 70 delegations to Portland from around the world and supports strategically important outbound international missions.

Performance measures for the International Relations Program include the number of international delegations welcomed, and feedback from the Office's annual customer service survey on responsiveness, overall performance, and progress on issues that align with the City's policy priorities and support Portland's sister city relationships. Successful international relations for the City of Portland relies on strong relationships with Portland's international and diplomatic communities, foreign affairs offices in key partner cities, leadership for sister and friendship city organizations, client offices and bureaus.

Measure Title	PM 2017-18 Actuals	PM 2018-19 Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
Percentage of Respondents Rating Government Relations either Very Responsive or Responsive	98%	100%	100%	100%	100%
Percentage of respondents rating services as excellent or very good	86%	90%	95%	95%	95%
International delegations received	86	70	70	70	70
Percentage of respondents reporting progress made on state, federal, or intergovernment issues	97%	95%	75%	75%	75%

## Explanation of Services

The City of Portland does not operate in a vacuum and shares constituents with many other levels of government: regional, state, federal, tribal and international. The International Relations Program consists of 1.67 FTE located in Portland, Oregon. Through the International Relations Program, the City is able to seize the opportunity of sharing and scaling Portland progressive policies on a global level with cities and communities around the world that are interested in learning about, and from, Portland. Every year, the City receives hundreds of requests from around the world to visit, partner, learn, deepen ties, and travel. The International Relations Program helps field, vet and accommodate these many requests and continuously engages with key partners and stakeholders that work to elevate Portland's international stature.

Additionally, the program works closely with our clients and Portland's nine sister city and one friendship city associations. These associations are non-profit entities with authentic, community-based ties to their affiliated cities. The International Relations Program acts as the official city conduit with and for those associations and any requests they or their affiliated city may have. Recent examples of significant International Relations work include, but are not limited to:

- Coordinating a 40+ person mayoral outbound delegation to Sapporo, Japan in celebration of the 60th anniversary of the sister city relationship;
- Creating opportunities to share global best practices for the Parks Bureau at the Washington Park Rose Test Garden in recognition of Portland's sister city relationships;
- Hosting the 40th Anniversary of China-US Diplomatic Relations reception, in partnership with the local Chinese-American community;
- Supporting the first ever official visit to Portland by a Mayor from Bologna, Italy, which has been a sister city for 15 years;
- Supporting the "Year of German-American Friendship" Portland Pop Up Tour sponsored by the Federation of German Industries (BDI) and German Federal Foreign Office;
- Facilitating a knowledge exchange about emergency clean water supply systems through meetings between City staff and a Japanese water filtration company;
- Coordinating Mayor Wheeler's participation at the Consulate General of the Republic of Korea's Korean National Day Celebration in Portland;
- Serving as the City's representative on the Oregon Consular Corp's Celebrate Trade Committee.

Additionally, the International Relations Program works closely with the City Auditor's office to ensure compliance with protocols and appropriate preservation of international gifts. The program also periodically meets with local residents or groups interested in establishing new sister city relationships or joining existing ones, and supports efforts led by key partners such as the Japanese Garden, WorldOregon, Oregon Consular Corps, the U.S. Commercial Service Office in Portland, Travel Portland and more.

## Equity Impacts

The International Relations Program facilitates meetings between bureaus and visiting international delegations to share best practices around policy areas, through an equity lens. To promote the City's efforts around community engagement, as well as learn from other cities, the International Relations Program collaborates with the New Portlanders Program and the Office of Equity & Human Rights, among others, to share insights with visiting government delegations.

Portland's Sister City Associations are all volunteer-run non-profit organizations with a limited amount of resources. The International Relations Program works with the associations to identify solutions and opportunities that advance their efforts and promote exposure. The annual Sister City Reception hosted by the Mayor is an occasion that brings together Portland's Sister City Associations, City representatives, local international partners and official delegations from sister cities to highlight their work and important milestones.

The International Relations Program also looks to actively build the pipeline for future international policymakers through outreach, informational interviews and job shadows. Government Relations has also used translation services as necessary. Unfortunately, due to the loss of the International Relations Associate, the ability of the program to field the same volume of requests has been diminished. This puts a strain on the program's capacity to engage at the same level and potentially has negative impacts on the sister city associations and international community-based organizations that submit requests.

## Changes to Program

Changes due to external factors:

The ability to address increased demand is directly tied to staff resources, which after budget cuts in FY 18-19 is currently only 1.67 FTE (including administrative functions). The current political climate has also raised inquiries and resulted in community members expressing concerns related to the City's international engagement around community resiliency and public safety.

Changes to resources:

International Relations program offer resources for FY 20-21 remain on par with FY 19-20 and reflect refined allocation of programmatic and administrative resources.

Changes to Organizational Structure:

No changes to organizational structure are proposed in FY 20-21. In FY 18-19, the International Relations Program lost 1 FTE, reducing program staff by half. This change resulted in a significant increase in workload for the remaining one program staff FTE, especially as it pertains to responding to requests for information, services, space and other opportunities from external partners, foreign governments and the sister city and friendship city associations. Without adequate assistance to prepare for high level meetings or events, the program is strained to follow appropriate protocols and complete necessary tasks.

## Program Budget

	FY 2017-18 Actuals	2018-19 Actuals	2019-20 Revised	2020-21 Requested with DP
<b>Bureau Expense</b>				
External Materials and Services	0	0	25,863	21,635
Internal Materials and Services	0	0	35,915	42,283
Personnel	0	0	214,695	247,243
<b>Sum:</b>	<b>0</b>	<b>0</b>	<b>276,473</b>	<b>311,161</b>
FTE	0	0	0	1.66

**Resources:** Government Relations operates from General Fund and interagency agreements with other City Bureaus.

**Expenses:** The expenditures for Government Relations are generally personnel, travel and operating expenses. The International Relations Program also covers the City's Sister Cities International membership dues and culturally-appropriate gifts for high-level delegates, consistent with cultural and diplomatic protocol. and management staffing budget is also allocated to the International Relations Program.

**Staffing:** Currently, under the organizational structure, Government Relations has 10 full-time staff (FTE). The International Relations Program has one program staff FTE. One-fifth of the administrative and management staffing budget is also allocated to the International Relations Program. (Government Relations is working with Management & Finance–Accounting to ensure a similar allocation for FY 19-20 correctly displays in the program offer report when FY 19-20 actuals are reported; program offer FTE for FY 19-20 Revised incorrectly displays in the program budget table above as “0”.)

**Assets and Liabilities:** None

### Program Information

<b>Bureau:</b>	Office of Government Relations	<b>Program Contact:</b>	Chido Dhliwayo
<b>Website:</b>	<a href="https://www.portlandoregon.gov/ogr/">https://www.portlandoregon.gov/ogr/</a>	<b>Contact Phone</b>	503-823-5139

# Regional Relations Program

## Program Description & Goals

The Office of Government Relations is comprised of five primary programs: State, Federal, International, Tribal and Regional Relations; administrative functions are evenly disbursed across the programs. The Regional Relations Program leads strategic regional intergovernmental relations for the City and conducts high-level outreach to surrounding regional governments to advance the City's strategic position and policy goals. The Program also works closely with other programs in the Office of Government Relations on multijurisdictional projects, and with the Mayor's Office, Commissioners, Auditor, and bureaus, and other governmental officials.

The Regional Relations Program was created in the FY 18-19 budget cycle. Due to classification complications outside of Government Relations' control, the program hired its first staff person in January 2019. The Regional Relations Program was fully initiated at the beginning of FY 19-20 after the close of the 2019 state legislative session. Performance measures for the Regional Relations Program include feedback from the Office Government Relations' annual customer service survey on responsiveness, progress on issues, and overall performance. Updates to the Bureau's Racial Equity Plan and Strategic Plan are currently underway and will include development of specific measurable goals for equity outcomes and other performance measures related to the program. During its first year, Regional Relations consulted with a broad range of client bureau and office staff, met with approximately 50 regional government officials, and attended approximately 50 regional governance meetings.

Measure Title	PM 2017-18 Actuals	PM 2018-19 Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
Percentage of Respondents Rating Government Relations either Very Responsive or Responsive	98%	100%	100%	100%	100%
Percentage of respondents rating services as excellent or very good	86%	90%	95%	95%	95%
Percentage of respondents reporting progress made on state, federal, or intergovernment issues	97%	95%	75%	75%	75%

## Explanation of Services

The City of Portland does not operate in a vacuum and shares constituents with many other levels of government: regional, state, federal, tribal and international. At the Regional level, overlapping jurisdictions with shared constituents compete and collaborate for resources, prioritization with superior levels of government, and policies that impact the region and beyond. Traditionally, the City of Portland has approached regional engagement in a decentralized manner without consistent communication between bureaus and elected officials on the myriad of projects and priorities the City is looking to advance. The role of the Regional Program is to strategically deepen relationships with regional partners and coordinate key conversations with client bureaus and elected officials. In collaboration with Council Offices, other City bureaus, and other Government Relations programs, the Regional Relations Program worked to enhance coordination with other jurisdictions to improve behavioral health and homeless services capacity, advocated for policy to improve air quality, and advocated for equitable and multimodal transportation investments and policy.

## Equity Impacts

The Regional Relations Program advocates for issues impacting underserved communities. Additionally, the Program conducts outreach to key partners representing underserved communities and identifies areas of collaboration for lobbying. Recent examples include advocacy on rules to reduce indirect sources of air pollution, funding for local parks, funding for transportation investments, funding for mental health services, and transit-oriented development policy.

## Changes to Program

Changes due to external factors:

The Program is too new to evaluate this factor.

Changes to resources:

Regional Relations program offer resources for FY 20-21 are on par with FY 19-20 and reflect refined allocation of programmatic and administrative resources.

Changes to Organizational Structure:

No changes to organizational structure are proposed in FY 20-21. In the FY 18-19 budget, the Office of Government Relations added a Deputy Director & Regional Relations position. The recruitment process took place half-way through FY 18-19 due to classification complications outside of the Office's control and was finally filled in January of 2019. The Regional Relations Program was fully initiated at the beginning of FY 19-20 after the close of the 2019 state legislative session.

## Program Budget

	FY 2017-18 Actuals	2018-19 Actuals	2019-20 Revised	2020-21 Requested with DP
<b>Bureau Expense</b>				
External Materials and Services	0	0	17,163	13,635
Internal Materials and Services	0	0	35,914	43,939
Personnel	0	0	287,400	262,481
<b>Sum:</b>	<b>0</b>	<b>0</b>	<b>340,477</b>	<b>320,055</b>
FTE	0	0	0	1.35

**Resources:** Government Relations operates from General Fund and interagency agreements with other City Bureaus.

**Expenses:** The expenditures for Government Relations are generally personnel, travel and operating expenses.

**Staffing:** Currently, under the organizational structure, Government Relations has 10 fulltime staff (FTE). The Regional Relations Program has 0.67 program staff FTE. One-fifth of the administrative and management staffing budget is also allocated to the Regional Relations Program. (Government Relations is working with Management & Finance–Accounting to ensure a similar allocation for FY 19-20 correctly displays in the program offer report when FY 19-20 actuals are reported; program offer FTE for FY 19-20 Revised incorrectly displays in the program budget table above as “0”.)

**Assets and Liabilities:** None

### Program Information

**Bureau:** Office of Government Relations  
**Website:** <https://www.portlandoregon.gov/ogr/>

**Program Contact:** Dan Eisenbeis  
**Contact Phone** 503-823-3011



# State Relations Program

## Program Description & Goals

The Office of Government Relations is comprised of five primary programs: State, Federal, International, Tribal and Regional Relations; administrative functions are evenly disbursed across the programs. The State Relations Program leads the development of an annual legislative agenda that reflects the priorities of the Mayor, City Council, Auditor, and bureaus. State Relations is responsible for centrally coordinating and executing the City of Portland's lobbying efforts at the Oregon Capitol, including advancing the City's agenda, pursuing positive funding and policy opportunities, and defending against efforts to limit or preempt local authority.

Each year, the State Relations Program works with client bureaus and City Council to establish a state legislative agenda. The Office of Government Relations provides strategic advice and advocacy to advance these and other City interests. Important performance measures for the State Relations Program also include legislative outreach and feedback from the Office's annual customer service survey on responsiveness, progress on issues, and overall performance. Successful state legislative advocacy relies on having strong relationships across the state and political affiliations. Trusting, communicative relations with clients are core to understanding and effectively delivering the City's position on legislation. Finally, clear reports conveying the City's agenda and the key legislation tracked, and their final disposition, are important resources to the public and client offices and bureaus.

Measure Title	PM 2017-18 Actuals	PM 2018-19 Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
Percentage of targeted legislators contacted	87%	87%	90%	90%	90%
Percentage of Respondents Rating Government Relations either Very Responsive or Responsive	98%	100%	100%	100%	100%
Percentage of respondents rating services as excellent or very good	86%	90%	95%	95%	95%
Percentage of respondents reporting progress made on state, federal, or intergovernment issues	97%	95%	75%	75%	75%

## Explanation of Services

The City of Portland does not operate in a vacuum and shares constituents with many other levels of government: regional, state, federal, tribal and international. At the State level, the Oregon Legislature uses its constitutional authority to direct funds, set policy, and occasionally preempt local action. In order to both protect City priorities and advance a robust policy agenda, the State Relations Program is tasked with lobbying state legislative and executive entities. Every year, the State Relations Program works with Council and Bureaus to vet, develop and approve a comprehensive agenda. Council approved a 2020 legislative to: Reduce Emissions & Invest in a Low-Carbon Future; Increase Equity in Clean Energy Access; Mitigate Risk of Fossil Fuels; Improve Officer Accountability; Promote Gun Safety; Fund Community Mental Health; Advance Equitable Homeownership & Opportunity; and Protect and Strengthen the City's Authority to Address Policy Issues, Raise Revenue, and Manage City Administration. Recent lobbying activities resulted in the following benefits to the City and Portlanders:

- Raising an additional \$61 million per biennium for the Emergency Housing Account, State Homeless Assistance Program, and General Housing Account Program by increasing the document recording fee from \$20 to \$60;
- Lowering speed limits on residential roads and expanding speed enforcement tools;
- Referring a constitutional amendment (subsequently approved by voters) providing the City with enhanced flexibility to manage Portland Housing Bond proceeds;
- Establishing clear statutory requirements for short term rentals to pay transient lodging tax; and
- Protecting and expanding state shared revenues through 9-1-1 and state marijuana taxes.

The State Relations Program operates on a two-year cycle. The Oregon Legislature meets annually, but convenes for a "long" session (160 days) during odd-numbered years and "short" session (35 days) during even-numbered years. When the Legislature convenes, whether in session or for other purposes (e.g., Legislative Days, Revenue Forecasts, etc.), State Relations is present in Salem. During the course of a legislative session, this typically means 60+ hour weeks and approximately 90-mile daily commutes. When the Legislature is not in session, the State Relations Program is drafting the end of session report; building the following session's agenda; conducting outreach to legislators and important partners; and addressing ad hoc political issues as they arise for client offices and bureaus. Once a year, the State Relations Program works with partner bureaus and/or Council Offices to hold an Advocacy 101 session and Legislative Townhall to both train community members on how to be better advocates and solicit input on the draft legislative agenda.

## Equity Impacts

Government Relations incorporates explicit direction in the legislative agenda building process for client offices and bureaus to apply an equity lens when considering and submitting ideas for potential inclusion in the City's legislative agenda. As part of the legislative agenda development and preparation for session, the State Relations Program conducts specific outreach to key partners representing underserved communities and identifies areas of collaboration for lobbying. The Bureau's Racial Equity Plan specifically directs the State Relations Program to advance issues impacting underserved communities. Recent examples of such work include, but are not limited to:

- Establishing a statewide just cause eviction and rent stabilization policy;
- Increasing funding for affordable housing and homelessness;
- Establishing and implementing recommendations of a state Task Force on Addressing Racial Disparities in Homeownership;
- Defending the authority for the Portland Clean Energy Fund from state preemption;
- Establishing policy to reduce diesel engine emissions and prioritize state grant funds for MWESB firms to meet clean diesel contracting standards; and
- Codifying authority for the Cleaner Air Oregon program to reduce industrial air pollution.

Finally, the State Relations Program holds an annual Advocacy 101 event outside of the central city. The educational event teaches community members how to be effective advocates at the State Legislature. Materials are provided in Spanish and English and accommodations are offered for the event. The presenter panels have often included elected officials and stakeholder organizations representing underserved communities, and State Relations works with partner bureaus and/or council offices to broadly publicize the event, including to underserved communities.

## Changes to Program

Changes due to external factors:

The State Legislature operates on a biennial calendar. During odd-numbered years, the Legislature convenes for approximately 5.5 months (so-called "long-session"); during even-numbered years, it convenes for just over a month (so-called "short session"). The State Relations Program consumes more resources during long-sessions due to increased use of vehicles, hiring temporary administrative staff support, purchasing legislative materials, etc. This cycle is predictable and built into the Office's budget.

Changes to resources:

State Relations program offer resources for FY 20-21 are on par with FY 19-20 and reflect refined allocation of programmatic and administrative resources.

Changes to Organizational Structure:

Staffing and resource allocations to the State Relations Program remain the same.

## Program Budget

	FY 2017-18 Actuals	2018-19 Actuals	2019-20 Revised	2020-21 Requested with DP
<b>Bureau Expense</b>				
External Materials and Services	0	0	25,663	14,886
Internal Materials and Services	0	0	59,511	89,849
Personnel	0	0	540,060	533,418
<b>Sum:</b>	<b>0</b>	<b>0</b>	<b>625,234</b>	<b>638,153</b>

- Resources:** Government Relations operates from General Fund and interagency agreements with other City Bureaus.
- Expenses:** The expenditures for Government Relations are generally personnel, travel and operating expenses, including a leased office space in Salem that is reserved for State Relations staff to utilize at any time.
- Staffing:** Currently, under the organizational structure, Government Relations has 10 full-time staff (FTE). The State Relations Program has three program staff FTE plus one temporary, full-time staff person during the long legislative session (23+ weeks) and short legislative session (5+ weeks), which alternate each year. One-fifth of the administrative and management staffing budget is also allocated to the State Relations Program. (Government Relations is working with Management & Finance–Accounting to ensure a similar allocation for FY 19-20 correctly displays in the program offer report when FY 19-20 actuals are reported; program offer FTE for FY 19-20 Revised incorrectly displays in the program budget table above as “0”.)
- Assets and Liabilities:** None

### Program Information

<b>Bureau:</b>	Office of Government Relations	<b>Program Contact:</b>	Stacy Cowan
<b>Website:</b>	<a href="https://www.portlandoregon.gov/ogr/">https://www.portlandoregon.gov/ogr/</a>	<b>Contact Phone</b>	503-823-3013

# Tribal Relations

## Program Description & Goals

The Office of Government Relations is comprised of five primary programs: State, Federal, International, Tribal, and Regional Relations; administrative functions are evenly disbursed across the programs. The Tribal Relations Program promotes culturally grounded, long-term, positive relationships and decision-making processes through government-to-government engagement with tribal governments and the urban American Indian/Alaska Native community. This work allows the City to develop focused and long-term strategies to work with tribes through well-established relationships with tribal nations. The program affirms and strengthens the City of Portland's commitment to American Indian/Alaska Native people and coordinates policymaking to ensure that there is access to opportunities for a high quality of life and continuation of cultural lifeways now and for future generations. The program is also responsible for an annual summit and quarterly policy meetings of tribal government leaders.

The Tribal Relations Program advises bureaus and Council offices on outreach to, and interactions with, tribal governments and the urban Indian community. Likewise, the program fields requests and inquiries from Tribes and community members about engagement with the City. Performance measures for the Tribal Relations Program include feedback from the Office Government Relations' annual customer service survey on responsiveness, progress on issues, and overall performance. Updates to the Bureau's Racial Equity Plan and Strategic Plan are currently underway and will include development of specific measurable goals for equity outcomes and other performance measures related to the program.

Measure Title	PM 2017-18 Actuals	PM 2018-19 Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
Percentage of Respondents Rating Government Relations either Very Responsive or Responsive	98%	100%	100%	100%	100%
Percentage of respondents rating services as excellent or very good	86%	90%	95%	95%	95%
Percentage of respondents reporting progress made on state, federal, or intergovernment issues	97%	95%	75%	75%	75%

## Explanation of Services

The City of Portland does not operate in a vacuum and shares constituents with many other levels of government: regional, state, federal, tribal and international. The Tribal Relations Program consists of one FTE located in Portland, Oregon. The program has three primary foci: (1) to develop and deepen authentic government-to-government relationships with sovereign tribal governments; (2) to provide technical assistance and support to City of Portland employees in the areas of treaty responsibility, appropriate engagement and inclusion, and to support tribal-related work throughout the City; and (3) to engage, interface and respond to urban Indian community affairs to improve City actions, policies, programs and services, and increase the visibility and inclusion of American Indian/Alaska Native people in the City.

In order to establish and deepen government-to-government relationships, the Tribal Relations Program leads an annual Tribal Nations Summit and regular policy meetings of tribal government leaders. The program also fields requests for exchanges and works with other area governments to coordinate joint areas of interest to engage, consult, or include sovereign tribal nations.

Additionally, the program advises Council Offices and bureaus on a more individualized basis regarding outreach, engagement, and consultation with tribes. This includes regular convenings of Tribal Relations liaisons from each of the elected offices and bureaus and assisting bureaus to set annual tribal relations workplans with measurable outcomes. The goals of this area of the Tribal Relations Program are to:

- Support bureaus to engage with tribal governments in a culturally-responsive and appropriate way;
- Ensure the bureaus are working in a manner that upholds tribal treaty rights and responsibilities City-wide;
- Conduct respectful, genuine, early, and frequent engagement and collaboration with tribal governments on large-scale City projects; and
- Carry out and implement directives from City Council and bureau leadership.

Within the Office of Government Relations, the Tribal Relations Program regularly collaborates with the City's Federal, State, Regional and International programs. This includes advising the impact that policies will have on the urban Native American community and relevant Tribal Nations in the area, including reviewing tribal-related legislation in Bill Tracker.

Over its first two years, the Tribal Relations Program provided several training opportunities (see examples in Equity Impacts) and is partnering with the Office of Equity and Human Rights to develop standardized trainings for city employees. The Program also provided robust training connected to the annual Tribal Nations Summit as another way to deepen City employees' understanding of tribal governments and sovereignty and catalyze better coordination and engagement.

The Tribal Relations Program works closely with, and is responsive to, the urban Indian community in Portland. Community members reach out to the program for assistance navigating the City, when seeking redress, when urging change to City policies or protocols, and when otherwise voicing concerns, and the Program responds and assists. Tribal Relations Program staff also represents the City regularly at community engagement events through attendance and public speaking, provides updates to community and regional organizations, and is recognized as the face of the City within the urban Indian community.

## Equity Impacts

The Tribal Relations Program produces significant positive equity impacts. The Program increased access to the City and its leadership for the native community as a whole. Structural barriers in City policies have been identified and addressed as a direct result of this access and engagement. Moreover, by training employees on history, status, and import of Tribal governments and native people, the Program develops more opportunities for culturally-competent consultation and engagement.

Within the City, there have been numerous trainings to raise the awareness about tribal sovereignty, the history of tribes and Native people in the Northwest, the legacy of government policies aimed at erasure and how they resulted in disproportionate impacts on native people. A non-exhaustive list of the trainings over the last year include:

- Tribal Nations Summit Employee Training on importance of rivers to tribal people;
- Missing and Murdered Indigenous Women (MMIW) speaker panels and community awareness events;
- Columbia River Treaty Renegotiation Presentation with Columbia River Intertribal Fish Commission (video recorded for future use);
- Tribal Governance, Sovereignty, and Treaties Primer (video recorded for future use); and
- Individualized trainings to meet specific bureau needs.

The Tribal Relations Program has also served as a conduit for community members to seek assistance, redress, and help navigating City government. This engagement has often resulted in the direct benefit of changing City policies and practices to be more inclusive. Recent examples of direct assistance to the urban Indian community include:

- Aiding in the recovery of stolen religious items and working with Portland Police to change practices to use culturally appropriate protocols for reporting and investigating crimes involving sacred items;
- Improving internal procedures to fulfill electronic records requests, prompted by an MMIW report by a nonprofit organization; and
- Connecting City community outreach programs (such as Bureau of Emergency Management and Water Bureau workshops and training) to improve inclusion of the broader Native American community beyond nonprofit organizations.
- Advocating for a supplementary report to the City's Community Insight Survey that reported results of survey respondents from the American Indian/Alaska Native and Pacific Islander community; and
- Connecting community members to the Independent Police Review office to report complaints or concerns about police interactions.

As noted below, Government Relations is submitting a decision package for \$150,000 to bolster the Tribal Relations program through the addition of 1 FTE and programmatic funding for travel, events, and gifts to tribal delegations consistent with cultural protocols. When the program was initially placed in Government Relations, no programmatic funding was included. The additional investments proposed in the FY 20-21 program offer and decision package will directly and meaningfully expand the capacity of the program to conduct outreach, travel, events, and trainings that promote effective City engagement with tribal governments and the urban Indian community. Government Relations also secured a \$75,000 increase in interagency and intergovernmental amounts that could offset the decision package amount, per direction in the Mayor's Budget Guidance.

## Changes to Program

Changes due to external factors:

The Tribal Relations Program just completed its second year. Demand for the program has increased internally and externally (via client bureaus and offices, as well as constituents). The ability to address increased demand is constrained by staff resources, which is currently 1.67 FTE, as well as programmatic resources.

Changes to resources:

Government Relations is submitting a decision package for \$150,000 to bolster the Tribal Relations Program through the addition of 1 FTE and programmatic travel, events, and materials.

Government Relations also secured a \$75,000 increase in interagency and intergovernmental amounts that could offset the decision package amount, per direction in the Mayor's Budget Guidance. Other Tribal Relations Program offer resources for FY 20-21 remain on par with FY 19-20 and reflect refined allocation of programmatic and administrative resources.

Changes to Organizational Structure:

For this requested program offer, staffing and resource allocations to the Tribal Relations Program remain the same.

## Program Budget

	FY 2017-18 Actuals	2018-19 Actuals	2019-20 Revised	2020-21 Requested with DP
<b>Bureau Expense</b>				
External Materials and Services	0	0	32,163	116,168
Internal Materials and Services	0	0	35,919	43,943
Personnel	0	0	241,044	473,589
<b>Sum:</b>	<b>0</b>	<b>0</b>	<b>309,126</b>	<b>633,700</b>
FTE	0	0	0	3.66

**Resources:** Government Relations operates from General Fund and interagency agreements with other City Bureaus.

**Expenses:** The expenditures for Government Relations are generally personnel, travel and operating expenses. Tribal Relations Program programmatic expense also include gifts for visiting delegations consistent with cultural protocol, registration fees and travel to attend relevant tribal-focused conventions (e.g. Affiliated Tribes of NW Indians Convention), delegation visits to tribal governments, materials for conducting trainings and presentations, and expenses related to convening the City's annual Tribal Nation Summit and other events.



**Staffing:** Currently, under the organizational structure, Government Relations has 10 full-time staff (FTE). The Tribal Relations Program has one program staff FTE. One-fifth of the administrative and management staffing budget is also allocated to the Tribal Relations Program. Government Relations is submitting a decision package that includes 1 FTE of additional Tribal Relations Program staff. (Government Relations is working with Management & Finance–Accounting to ensure a similar allocation for FY 19-20 correctly displays in the program offer report when FY 19-20 actuals are reported; program offer FTE for FY 19-20 Revised incorrectly displays in the program budget table above as “0”.)

**Assets and Liabilities:** None

**Program Information**

<b>Bureau:</b>	Office of Government Relations	<b>Program Contact:</b>	Laura John
<b>Website:</b>	<a href="https://www.portlandoregon.gov/ogr/">https://www.portlandoregon.gov/ogr/</a>	<b>Contact Phone</b>	503-823-3123

City of Portland  
**Office of Government Relations**  
 PM1. Report for FY 2020-21 Requested Budget

**Run Date & Time**  
 Wednesday, January 29, 2020  
 11:52:49 AM

**OUTCOME MEASURES**

	Performance Measure	KPM	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Target	FY 2019-20 YTD Actuals	FY 2020-21 Target	Strategic Target
GR_0004	Percentage of Respondents Rating Government Relations either Very Responsive or Responsive		100%	98%	100%	100%	0	100%	100%
GR_0005	Percentage of respondents rating services as excellent or very good		97%	86%	90%	95%	0	95%	95%
GR_0007	Percentage of respondents reporting progress made on state, federal, or intergovernment issues		75%	97%	95%	75%	0	75%	75%

**WORKLOAD MEASURES**

	Performance Measure	KPM	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Target	FY 2019-20 YTD Actuals	FY 2020-21 Target	Strategic Target
GR_0003	Percentage of targeted legislators contacted		90%	87%	87%	90%	0	90%	90%
GR_0006	International delegations received		94	86	70	70	0	70	70

**Decision Package Summary**

**DP: 9655 - Tribal Relations Program Enhancement**

**DP Type**

**Priority**

**New**

ADD

1

Yes

**Package Description**

Government Relations is requesting a decision package of \$150,000 in ongoing funding for a new Tribal Relations Associate position (1 FTE) and Tribal Relations programmatic travel, events and materials. When the program was initially placed in Government Relations, no programmatic funding was included. During the past two years, the Tribal Relations Program has been partially funded through one-time agreements with external partners to support specific events and projects and through vacancy savings within the Office Government Relations. However, such funding is neither adequate nor sustainable for ongoing delivery of Tribal Relations services to the City, especially as demand for Tribal Relations services continues to grow.

**Service Impacts**

The decision package will add needed capacity for Tribal Relations coordination, outreach, advice, and support for City offices and bureaus through one additional FTE. Programmatic funding will support delivery of the annual tribal nations summit and other events, delegation visits to tribal governments in the region, attendance at recurring conferences of tribal government representatives, and gift exchanges consistent with cultural protocols.

**Equity Impacts**

The additional investment proposed in the decision package will directly and meaningfully sustain and expand the capacity of the Tribal Relations Program to promote effective City engagement with tribal governments and the urban Indian community, producing significant positive equity impacts. The decision package will enhance the capacity of the Tribal Relations Program to serve as a conduit for native community members to seek assistance, redress, and help navigating City government. This engagement has often resulted in the direct benefit of changing City policies and practices to be more inclusive. The decision package will also support continued development and delivery of Tribal Relations trainings for City employees to raise the awareness about tribal sovereignty, the history of tribes and native people in the Northwest, the legacy of government policies aimed at erasure and how that has resulted in disproportionate impacts on native people.

**Budget Detail**

Fund		2020-21 Request - V52 with DP	2020-21 CBO Recommended- V53	2020-21 Proposed-V54	2020-21 Approved - V55	2020-21 Adopted - V56
	<b>Major Object Name</b>	<b>Expense</b>				
100000	External Materials and Servi	44,766	0	0	0	0
100000	Personnel	105,234	0	0	0	0
	<b>Sum:</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<b>Major Object Name</b>	<b>Revenue</b>				
100000	General Fund Discretionary	68,389	0	0	0	0
100000	General Fund Overhead	81,611	0	0	0	0
	<b>Sum:</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Position Detail**

Job Class - Name	FTE	Salary	Supplemental	Benefit	Total
30000005 - Commissioner's Staff Rep	1.00	67,860	0	32,183	105,234
<b>Total</b>	<b>1.00</b>	<b>67,860</b>	<b>0</b>	<b>32,183</b>	<b>105,234</b>

**DP: 9656 - Tribal Relations Enhancement - w/Offset**

**DP Type**

**Priority**

**New**

ADD

2

Yes

**Package Description**

Government Relations is requesting a decision package of \$150,000 in ongoing funding for a new Tribal Relations Associate position (1 FTE) and Tribal Relations programmatic travel, events and materials. When the program was initially placed in Government Relations, no programmatic funding was included. During the past two years, the Tribal Relations Program has been partially funded through one-time agreements with external partners to support specific events and trainings and through vacancy savings within the Office Government Relations. However, such funding is neither adequate nor sustainable for ongoing delivery of Tribal Relations services to the City, especially as demand for Tribal Relations services continues to grow.

Of the total decision package amount (\$150,000), 50 percent is offset by \$75,000 in new interagency and intergovernmental agreements between Government Relations and other bureaus (Environmental Services, Water Bureau, and Prosper Portland). The increased interagency contributions support delivery of tribal relations coordination, outreach, and advice on: Levee Ready Columbia; Columbia River Treaty review; Portland Harbor clean-up; Portland water filtration plant; reintroduction of tribal related plants and trees; Redbook revisions to ensure compliance and appropriate involvement of tribes; tribal perspectives on nature area management and invasive species; delegation visits to tribal governments in the region; outreach strategies for engaging with tribal governments and the Portland Native community; natural and cultural resource protection; and upholding treaty rights.

**Service Impacts**

The decision package will add needed capacity for Tribal Relations coordination, outreach, advice, and support for City offices and bureaus through one additional FTE. Programmatic funding will support delivery of the annual tribal nations summit and other events, delegation visits to tribal governments in the region, attendance at recurring conferences of tribal government representatives, and gift exchanges consistent with cultural protocols.

**Equity Impacts**

The additional investment proposed in the decision package will directly and meaningfully sustain and expand the capacity of the Tribal Relations Program to promote effective City engagement with tribal governments and the urban Indian community, producing significant positive equity impacts. The decision package will enhance the capacity of the Tribal Relations Program to serve as a conduit for native community members to seek assistance, redress, and help navigating City government. This engagement has often resulted in the direct benefit of changing City policies and practices to be more inclusive. The decision package will also support continued development and delivery of Tribal Relations trainings for City employees to raise the awareness about tribal sovereignty, the history of tribes and native people in the Northwest, the legacy of government policies aimed at erasure and how that has resulted in disproportionate impacts on native people.

**Budget Detail**

Fund		2020-21 Request - V52 with DP	2020-21 CBO Recommended- V53	2020-21 Proposed-V54	2020-21 Approved - V55	2020-21 Adopted - V56
	<b>Major Object Name</b>	<b>Expense</b>				
100000	External Materials and Servi	44,766	0	0	0	0
100000	Personnel	105,234	0	0	0	0
	<b>Sum:</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

	<b>Major Object Name</b>	<b>Revenue</b>				
100000	General Fund Discretionary	34,195	0	0	0	0
100000	General Fund Overhead	40,805	0	0	0	0
100000	Interagency Revenue	70,000	0	0	0	0
100000	Intergovernmental	5,000	0	0	0	0
	<b>Sum:</b>	<b>150,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Position Detail**

Job Class - Name	FTE	Salary	Supplemental	Benefit	Total
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**Decision Package Summary**

Details

**Position Detail**

<b>Job Class - Name</b>	<b>FTE</b>	<b>Salary</b>	<b>Supplemental</b>	<b>Benefit</b>	<b>Total</b>
30000005 - Commissioner's Staff Rep	1.00	67,860	0	32,183	105,234
<b>Total</b>	<b>1.00</b>	<b>67,860</b>	<b>0</b>	<b>32,183</b>	<b>105,234</b>

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**Office of Government Relations**

**Requested Budget & Racial Equity Plan Update:**

The base budget continues the work the Office identified in its Racial Equity Plan and 2016-2020 Strategic Plan. Specifically, the base budget includes funding for robust engagement with the state, federal, and regional governments to advocate for issues of importance to underserved communities. Recent examples include advocating for: establishment and implementation of a state Task Force on Addressing Racial Disparities in Homeownership, equitable regional transportation investments and policy, and protecting Portland's Sanctuary City status. Additionally, the base budget includes funding for employee trainings and professional development around issues of diversity, equity and inclusion. The base budget also continues funding for direct engagement with foreign governments and local non-profit sister and friendship city associations supporting Portland's international relationships with nine sister cities and one friendship city (one in Africa, five in Asia, one in Latin America, one in the Middle East, and two in Europe). Additional funding to support the work of sister and friendship city associations, and the time and financial burdens associated with service in those associations, is an area that would further equity that is not included in the base budget.

Since the Racial Equity and Strategic Plans were first established, the Office gained a new Tribal Relations Program that is responsible for outreach to tribal governments and the urban Indian population, among other duties. Additionally, the Tribal Relations Program has trained hundreds of city staff about tribal sovereignty, first foods, and baseline cultural competency for engagement with tribes and native people. However, the capacity of the Tribal Relations Program has been constrained by limited resources. When the Tribal Relations Program was placed in Government Relations, funding was only provided to support a single FTE and did not include programmatic expenses. The FY 20-21 Requested Budget includes \$75,000 in additional interagency and intergovernmental support for the Tribal Relations program; Government Relations has also submitted a decision package for ongoing funding to bolster the Tribal Relations Program with one additional FTE and programmatic funding for travel, events, and gifts to tribal delegations consistent with cultural protocols.

**Racial Equity Plan Link:** <https://www.portlandoregon.gov/oehr/article/589637>

**Requested Budget Community Engagement:**

The Office of Government Relations has a Budget Advisory Committee (BAC) comprised of community members and Government Relations program managers, is majority people of color, and represents diverse professional and cultural backgrounds. The BAC convened once to discuss the Government Relations budget, budget process, decision package, and the equity impacts of the Government Relations budget.

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**Base Budget Constraints:**

In the upcoming year, there are no identified deficiencies in the base budget that would inhibit the bureau's achievement of the goals outlined in its Racial Equity Plan (2016-2020). Of note, the Office of Government Relations is currently in the process of updating its Strategic Plan and Racial Equity Plan, which were adopted prior to addition of the Tribal Relations and Regional Relations programs to the office.

However, Government Relations is a small office with most programs being administered by one or two FTE. Based on current funding levels, programs such as Tribal Relations and International Relations (each with a single program staff FTE) face significant constraints in their capacity to promote equity through their work with the area Tribes, local American Indian/Alaska Native communities, as well as the sister and friendship city associations and their members. Government Relations is submitting a decision package for ongoing funding to bolster the Tribal Relations Program with one additional FTE and programmatic expenses, which will directly and meaningfully expand the capacity of the program to conduct outreach, travel, events, and trainings that promote effective City engagement with tribal governments and the urban Indian community.

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**Notable Changes:**

The Office of Government Relations continues efforts specified in its Racial Equity Plan. Government Relations is also in the process of updating its Strategic Plan and Racial Equity Plan, which were adopted prior to addition of the Tribal Relations and Regional Relations programs to the office.) The FY 20-21 Requested Budget includes \$75,000 in additional interagency and intergovernmental contribution amounts to support the Tribal Relations Program. Government Relations is also submitting a decision package for ongoing funding to bolster the Tribal Relations Program with one additional FTE and programmatic funding, which will directly and meaningfully expand the capacity of the program to conduct outreach, travel and events, and provide trainings and advice to clients that promote effective City engagement with tribal governments and the urban Indian community. This will continue to help add to the work already outlined in the bureau’s Racial Equity Plan, and beyond. The Program advocates for issues of importance to the Native community, engages with culturally specific organizations, and participates in leadership opportunities, in addition to building training materials and deepening cultural competencies for the City.

Without additional realignments of funding, the State, Federal, and Regional Relations programs have expanded their equity work through advocacy on issues of importance to underserved communities. The International Relations Program collaborates with the Office of Civic and Community Life and the New Portlanders Program when delegations come from cities with substantial populations of new Portlanders. The International Relations program staff also completed the Results Based Accountability training this past year and is applying the principles to further the outreach and impact of the program, including revising the sourcing of culturally appropriate gifts for international delegations to support local, people of color-owned businesses.

**Equity Manager Role in Budget Development**

The Office of Government Relations does not have a dedicated Equity Manager. However, the Bureau Director, Deputy Director, and Business Operations Manager work together to ensure the Office applies an equity lens in the requested budget development process. Members of Government Relations staff are also committed to advancing equity at and through the City, and an equity subcommittee was formed in the office this past year.

<b>Equity Manager:</b>	Susan Dietz * The Office does not have a dedicated equity manager.	<b>Contact Phone:</b>	503-823-1036
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**ADA Title II Transition Plan:**

The Office of Government Relations helps the City achieve its equity goals through the its compliance with policies related to ADA requirements of City-owned properties, which are built into the Internal Material and Services portion of the budget. The office also budgets for any special accommodations through operating supplies and furnishings to staff and interviewing candidates who visit the office and make such requests.

**Accommodations:**

The Office of Government Relations has limited direct engagement with members of the public, with a few notable exceptions. Government Relations co-leads an annual “Advocacy 101” event with Commissioner Fritz’s Office to train Portlanders on how to be more effective advocates with the state legislature and governor’s office. Translation services and ADA accommodations for this event come out of existing budget resources for the offices.

**Capital Assets & Intergenerational Equity**

The Office of Government Relations does not directly receive or have capital assets.

Measure Title	PM 2017-18 Actuals	PM 2018-19 Actuals	PM 2019-20 YTD Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
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**Data Tracking  
Methodology:**

The Office of Government Relations is a largely internally-facing bureau, which primarily serves clients within the City, namely the Mayor, City Council, Auditor, and bureaus. Due to its scope of work, the Office tracks the number of international delegations received and contact with state legislators. Looking ahead to an update of the bureau’s Strategic Plan, data regarding expanded outreach, especially to tribal governments and the urban Indian community, may be quantified in the future.

Additionally, Government Relations also utilizes a customer service survey on an annual basis, usually in the Fall, to solicit input from our internal customers and stakeholders. This mechanism helps the office track its progress and the satisfaction of clients. Data is analyzed against past years.

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### **Hiring, Retention, & Employment Outreach:**

Office of Government Relations staff directly participate in professional networking events for people of color and offer informational interviews and job shadowing, especially with people from underserved communities interested in learning about how to professionally participate in government and policy work. When posting for open positions, Government Relations collaborates with the Bureau of Human Resources and distributes announcements via list-serves and job boards to reach communities of color. Government Relations includes diverse representation in panels conducting review of applications and hiring interviews, and includes equity questions in hiring interviews. This past year, the office hired a Tribal Relations intern for a few months to support the second annual Tribal Nations Summit. The internship provided an opportunity for a Native student to learn more about government work, advocacy and policy.

### **Contracting Opportunities**

The Office of Government Relations has one professional contract for Federal Lobbying for the Federal Relations Program, primarily working on Federal Legislation on behalf of the City. This is a three-year contract cycle, adhering to the City's procurement policies of soliciting new requests for proposals (RFPs), which includes opening opportunities for disadvantaged, minority, women, and emerging small businesses.

### **Engaging Communities Most Impacted by Inequities**

The Office of Government Relations Tribal Relations Program directly engages with, and advocates for issues of importance to, the urban Native American/Alaska Native community. The Tribal Relations Program serves as a conduit for community members to seek assistance, redress, and help navigating City government. This engagement has often resulted in the direct benefit of changing City policies and practices to be more inclusive.

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**Empowering Communities Most Impacted by Inequities**

Each of the Program Offers with the Office of Government Relations has a role in empowering communities most impacted by inequities. The State, Federal, and Regional relations programs have expanded their equity work through advocacy on issues of importance to underserved communities. Recent examples include advocating for: establishment and implementation of a state Task Force on Addressing Racial Disparities in Homeownership, equitable regional transportation investments and policy, and protecting Portland's Sanctuary City status. The Tribal Relations Program advocates for issues of importance to the Native community, engages with culturally specific organizations, and builds training materials to deepen cultural competencies for City employees and improve interactions between the City and Native community. Lastly, the International Relations Program collaborates with the Office of Civic and Community Life and the New Portlanders Program when delegations come from cities with substantial populations of new Portlanders. Additionally, the International Relations Program is revising the sourcing of its culturally appropriate gifts for international delegations to support local, people of color-owned businesses.