

Portland Children's Levy
FY 2021-22
Requested Budget



Office of Commissioner Dan Ryan
City of Portland

MEMORANDUM

January 29, 2021

To: City Budget Office
Mayor Ted Wheeler
Commissioner Jo Ann Hardesty
Commissioner Mingus Mapps
Commissioner Carmen Rubio
Auditor Mary Hull Caballero

From: Commissioner Dan Ryan 

Subject: FY 2021-22 Requested Budget of the Portland Children's Levy

I am pleased to submit the FY 2021-22 requested budget of the Portland Children's Levy (PCL) for your consideration. PCL is funded by a five-year property tax levy and is projected to generate \$21.4 million in FY 2021-22.

This budget will support 52 community-based organizations and 93 service programs working toward PCL's goals to prepare children for school, support children's success inside and outside of school and eliminate racial and ethnic disparities in children's well-being and school success. Over 15,000 children will receive hunger-relief services and over 10,000 children will be supported by PCL's investments in programs providing services in early childhood, child abuse prevention and intervention, foster youth and after-school mentoring.

PCL's commitment to Portland's children, Council's priorities and the City's racial equity goals are reflected in the organizations we support and the populations we help serve. Over the last six years, programs funded through the Portland Children's Levy have consistently served 65-70% BIPOC children. And an average of 44% of these children lived or went to school East of 82nd Avenue, and 90% lived in families with incomes equal or lower than 185% of the Federal Poverty Level.

Our grantees reflect the racial and ethnic identities of the populations they serve and have a proven record of effectively engaging and serving Black, Indigenous and children of color (BIPOC) and their families. Data shows that BIPOC participants met program participation goals in the same proportion as they enrolled in programming, indicating that programs successfully kept BIPOC participants engaged in programming over time.



Office of Commissioner Dan Ryan
City of Portland

In 2019-20, participants in PCL-funded programs met a wide range of outcome goals including the following:

- **Early Childhood:** 83% of children were on track with developmental milestones; 72% of children not meeting milestones were referred for additional services; and 95% of parents demonstrated or improved positive parenting practices.
- **Child Abuse Prevention/Intervention:** 91% of parents demonstrated or improved positive parenting practices; 75% of children were on track with developmental milestones; and 96% of children met therapeutic intervention outcomes.
- **Foster Care:** 96% of children and youth met academic outcomes; 89% of youth increased life skills (transition to adulthood); and 83% of children and youth met permanency outcomes.
- **After School:** 91% of children and youth met positive development outcomes (such as positive cultural identification, teamwork, engagement, belonging, positive attitude toward school and self-confidence).
- **Mentoring:** 96% of youth met outcomes for positive engagement in school.
- **Hunger Relief:** Programs collectively exceeded annual goals for children served by 52% - due to increased demand during the pandemic.

The Portland Children's Levy was overwhelmingly renewed in May 2018 by 83% of voters and through June 2024. As such, the budget request before you is defined by language in the ballot and the will of the voters. We will expend and manage up to \$25 million on program grants, including all grants and funds for training and technical assistance for our partners. Meanwhile, our agile operations will remain less than 5% of the total fund - as mandated in the levy language.

PCL's requested budget will allow for continued support and investment of community-based organizations serving primarily low income and BIPOC children and families. In partnership with our community grantees, we aim to deliver on behalf of the generous voters who continue to support innovation to improve the lives for our city's greatest resource: our children and youth. I urge Council to support this request.



January 29, 2021

Re: Portland Children's Levy Budget Advisory Committee

The Children's Levy Allocation Committee serves as its Budget Advisory Committee. Current members of the Allocation Committee are:

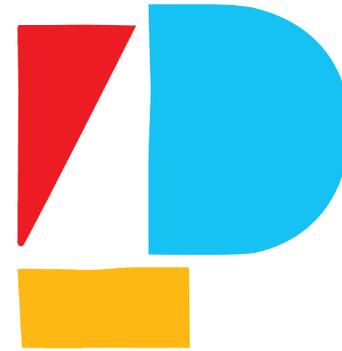
- City Commissioner Dan Ryan
- County Commissioner Jessica Vega Pederson
- Traci Rossi – City appointed citizen member
- Felicia Tripp-Folsom – County appointed citizen member
- Mitch Hornecker – city appointed member from business community

The Allocation Committee makes grant funding recommendations for the Children's Levy. The Allocation Committee recommended funding of 84 3-year large grants totaling \$68.4 million which began on July 1, 2020. The Allocation Committee recommended 8 3-year small grants totaling \$1 million which began on January 1, 2021. The funding recommendations of the Allocation Committee were approved by Portland City Council.

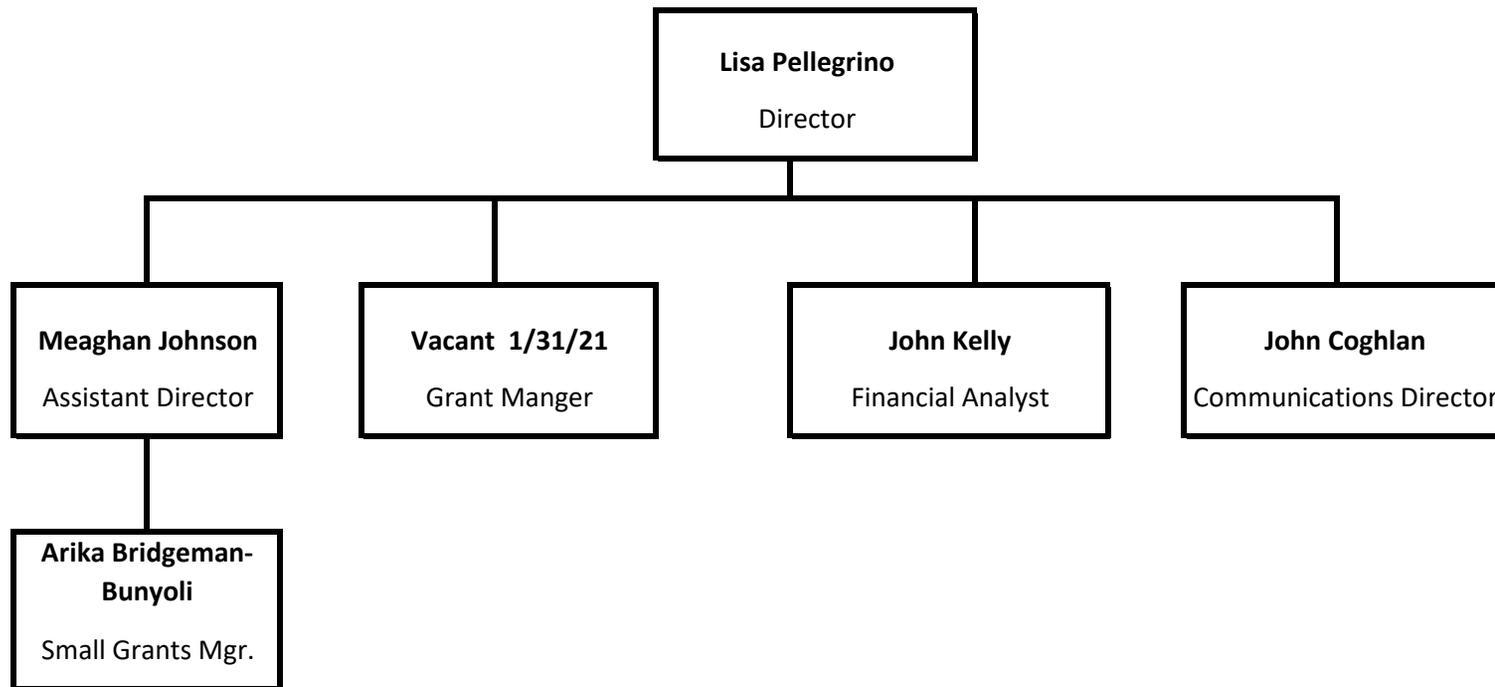
Administrative expenditures of the Portland Children's Levy are capped at 5% of the fund by the authorizing legislation. The Children's Levy is audited annually to ensure compliance with authorizing legislation.



portland children's levy



Investing in our future



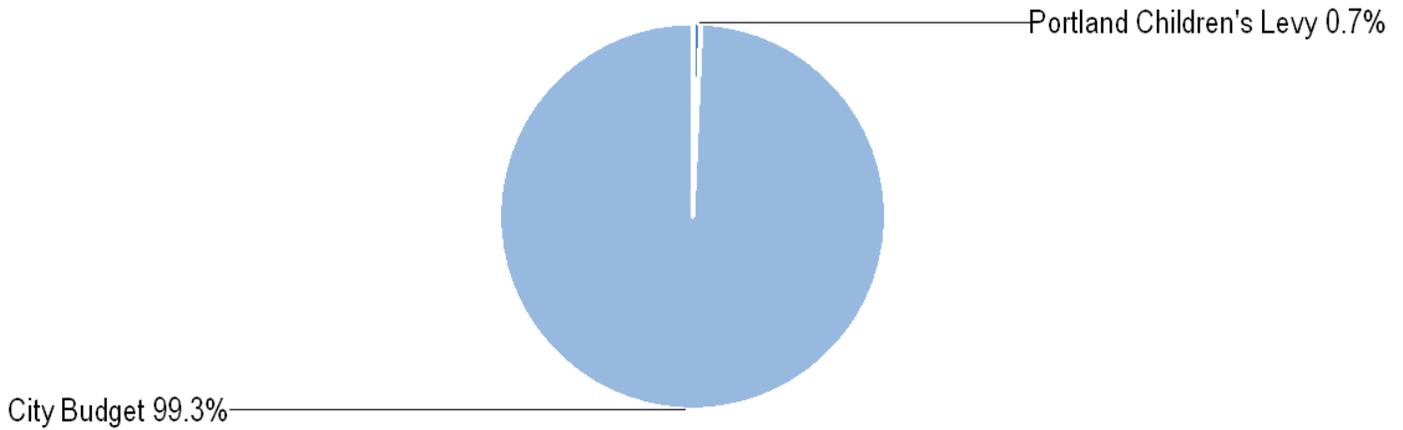
Portland Children's Levy

Community Development Service Area

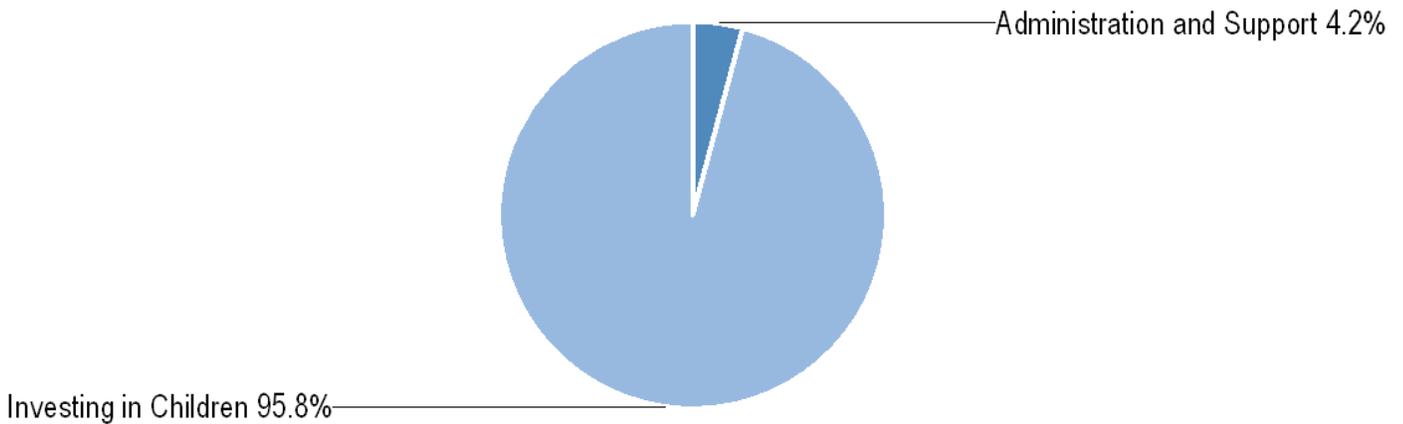
Dan Ryan, Commissioner-in-Charge

Lisa Pellegrino, Director

Percent of City Budget Graph



Bureau Programs



Bureau Overview

Requirements	Revised FY 2020-21	Requested FY 2021-22	Change from Prior Year	Percent Change
Operating	\$34,756,717	\$30,402,372	\$(4,354,345)	(13)%
Capital				
Total	\$34,756,717	\$30,402,372	\$(4,354,345)	(13)%
Authorized Positions	6.80	5.90	(0.90)	(13.24)%

Portland Children's Levy

Bureau Summary

Bureau Mission

The mission of the Portland Children's Levy (PCL) is to prepare children for school; support children's success inside and outside of school; and eliminate racial and ethnic disparities in children's well-being and school success. As prescribed by its authorizing legislation, PCL invests in programs that support children's early development and readiness for kindergarten, prevent child abuse and neglect and support vulnerable families, support children and youth in foster care, connect children and youth with caring adult role models, provide safe and constructive after-school and summer activities, and expand access to healthy, nutritious food for children and their families.

Bureau Overview

The Portland Children's Levy contracts with nonprofit providers and other governments to provide services to children throughout Portland. Funding comes from the proceeds of a five-year property tax levy most recently approved by voters in 2018. Funding categories as provided in the ballot measure language are: Early Childhood; Child Abuse Prevention and Intervention; After School; Mentoring; Foster Care; Hunger Relief

Programs must demonstrate that they are cost effective and have a proven record of success to be eligible for consideration for funding. The Children's Levy Allocation Committee awards grants through a competitive process, and City Council reviews and approves all recommended allocations. The 5-member Allocation Committee includes: a City of Portland commissioner; a Multnomah County commissioner; two members appointed by the Mayor - one from the business community and one citizen with knowledge and experience on children's issues; and a citizen member appointed by the County Commission. No more than 5% of the fund may be spent on administration of the fund. The fund is audited annually to ensure compliance.

Strategic Direction

Strategic direction for the 2019-2020 funding round was set through a community engagement process conducted by Empress Rules Equity Consulting designed to gather community input on current needs of children and families and preferred community solutions. The CommunityEngagement Report recommendationsfocus on equity and inclusion and demonstrate community preference for services that are culturally relevant and responsive, listen and respond to the voice and preferences of youth and families, pay attention to accessibility and address barriers to access, and employ staff who are of and grounded in the cultural communities they serve. Funding applications in each program area reflected these preferences and weighted scoring toward organizations and programs that met these criteria.

Report recommendations also informed development of programmatic strategies. All funded programs address at least one programmatic strategy detailed below:

Early Childhood: Provide affordable, high quality preschool programs with small adult: child ratios and focused on quality standards; enhance parent/family support of child development and nurturing; support families, childcare providers, and teachers with guiding child behavior.

Child Abuse Prevention/Intervention: Enhance parenting skills to promote healthy child development; intervene to lessen harms and prevent future risk; connect families to needed resources and supports for stabilization.

Foster Care: Enhance support and training for foster parents to promote healthy child development; provide individualized support to promote child and youth well-being.

After School: Provide intensive academic support and tutoring; support healthy relationship building, positive behavior and social emotional skill development; provide engaging enrichment opportunities.

Mentoring: Support youth's academic success and positive development

Hunger Relief: Provide food for pickup at a variety of community locations including schools; provide mobile food banks or pantries and/or home delivery of food to children and families experiencing food insecurity; provide training and education on nutrition, cooking, food budgeting, smart shopping, accessing local food resources, gardening for food production and community gardening resources to children and their caregivers.

PCL completed a competitive funding round for large grants in all program areas as required by the ballot measure authorizing the Levy in April and May 2020. In June 2020, City Council approved grants totaling up to \$68,399,601 over the next three fiscal years beginning July 1, 2020.

PCL also developed a small grants fund to improve equitable access to Levy funding as recommended in a 2019 Portland State University study. The Committee allocated \$1 million over three years to pilot this fund with a focus on funding organizations arising out of communities, serving children and families not served in PCL's larger grants, and building capacity of smaller organizations.

In November 2020, the PCL Allocation Committee recommended \$1 million in funding for 8 programs in the new Small Grants Fund. In December 2020, City Council approved these recommendations for 3-year grants beginning January 2021.

City Council approved the Allocation Committee's recommendation to continue a \$5.1 million (FY 2021-23) non-competitive grant for the Community Childcare Initiative (CCI). PCL's authorizing legislation permits up to 10% of revenues to be allocated non-competitively for specified purposes. CCI addresses the ballot measure requirement to make childcare more affordable by providing childcare subsidies, and supports culturally specific childcare provider networks to improve childcare quality.

Summary of Budget Decisions

Base Budget Adjustments

PCL is eliminating a Public Information Officer position in early 2021. This position was part-time, and the incumbent retired on January 1, 2021. The responsibilities for all communications are now handled by the Communications Director.

Major Issues

The Portland Children's Levy (PCL) became a City bureau in FY 2018-19. As a result, there are no actuals in FY 2017-18. Actual expenditures are reflected in the Commissioner of Public Affairs' prior year budget figures.

Performance	Actuals FY 2018-19	Actuals FY 2019-20	Target FY 2020-21	Target FY 2021-22	Strategic Target
Number of children served in Hunger Relief programs	0	9,520	10,000	15,000	15,000
Percent of children in early childhood services programs who met age appropriate developmental milestones	0	83	85	85	85
Percentage of foster youth served who met academic goals	0	96	85	85	85
Percentage of parents participating in child abuse prevention and intervention programs who met parenting goal	0	91	80	80	80
Percentage of youth in after-school programs who met youth development goals	0	91	80	80	80
Percentage of youth in mentoring programs who met school engagement goals	0	96	85	85	85
EFFICIENCY					
Administrative cost as percentage of cumulative tax revenue	4.7%	4.7%	5.0%	5.0%	5.0%
OUTPUT					
Number of children served	12,000	10,575	10,500	10,000	10,000
WORKLOAD					
Number of administrative cost audits	1	1	1	1	1
Number of grant contracts managed	74	70	70	93	90

Portland Children's Levy

	Actuals FY 2018-19	Actuals FY 2019-20	Revised FY 2020-21	Base FY 2021-22	Requested FY 2021-22
Resources					
External Revenues					
Taxes	18,191,269	21,222,234	22,702,075	21,403,372	21,403,372
Miscellaneous	261,810	367,981	0	0	0
External Revenues Total	18,453,079	21,590,215	22,702,075	21,403,372	21,403,372
Beginning Fund Balance	8,833,331	10,672,563	12,054,642	8,999,000	8,999,000
Resources Total	27,286,410	32,262,778	34,756,717	30,402,372	30,402,372
Requirements					
Bureau Expenditures					
Personnel Services	468,295	883,626	970,241	879,819	879,819
External Materials and Services	16,100,523	18,736,917	25,066,364	25,176,843	25,176,843
Internal Materials and Services	40,863	51,653	54,815	57,226	57,226
Bureau Expenditures Total	16,609,681	19,672,196	26,091,420	26,113,888	26,113,888
Fund Expenditures					
Contingency	0	0	8,640,297	4,263,484	4,263,484
Fund Transfers - Expense	4,166	25,000	25,000	25,000	25,000
Fund Expenditures Total	4,166	25,000	8,665,297	4,288,484	4,288,484
Ending Fund Balance	10,672,563	12,565,582	0	0	0
Requirements Total	27,286,410	32,262,778	34,756,717	30,402,372	30,402,372
Programs					
Administration & Support	527,597	1,059,472	1,174,753	1,089,405	1,089,405
Investing in Children	16,053,154	18,612,725	24,916,667	25,024,483	25,024,483
Portland Children's Levy	28,930	—	—	—	—
Total Programs	16,609,681	19,672,196	26,091,420	26,113,888	26,113,888

Portland Children's Levy

Class	Title	Salary Range		Revised FY 2020-21		Requested No DP FY 2021-22		Requested FY 2021-22	
		Min	Max	No.	Amount	No.	Amount	No.	Amount
30003006	Analyst I	53,290	104,701	1.00	79,204	1.00	79,204	1.00	79,204
30003007	Analyst II	63,336	111,681	2.00	195,324	2.00	195,324	2.00	195,324
30003008	Analyst III	69,805	133,873	1.00	121,493	1.00	121,493	1.00	121,493
30003029	Coordinator III	63,336	111,681	1.00	86,946	1.00	86,946	1.00	86,946
30003055	Financial Analyst II	63,336	111,681	0.90	81,370	0.90	81,370	0.90	81,370
30003097	Public Information Officer	63,336	111,681	0.90	78,886	0.00	0	0.00	0
	Total Full-Time Positions			6.80	643,223	5.90	564,337	5.90	564,337
	Grand Total			6.80	643,223	5.90	564,337	5.90	564,337



	Actuals FY 2018-19	Actuals FY 2019-20	Revised FY 2020-21	Base Budget FY 2021-22	Requested FY 2021-22
Resources					
External Revenues					
Taxes	21,341,923	21,489,741	22,702,075	21,403,372	21,403,372
Miscellaneous	342,157	367,981	0	0	0
External Revenues Total	21,684,081	21,857,723	22,702,075	21,403,372	21,403,372
Beginning Fund Balance	8,833,331	10,672,563	12,054,642	8,999,000	8,999,000
Resources Total	30,517,412	32,530,286	34,756,717	30,402,372	30,402,372
Requirements					
Bureau Expenditures					
Personnel Services	717,233	883,626	970,241	879,819	879,819
External Materials and Services	19,043,377	18,736,917	25,066,364	25,176,843	25,176,843
Internal Materials and Services	59,239	51,629	54,815	57,226	57,226
Bureau Expenditures Total	19,819,849	19,672,173	26,091,420	26,113,888	26,113,888
Fund Expenditures					
Contingency	0	0	8,640,297	4,263,484	4,263,484
Fund Transfers - Expense	25,000	25,000	25,000	25,000	25,000
Fund Expenditures Total	25,000	25,000	8,665,297	4,288,484	4,288,484
Ending Fund Balance	10,672,563	12,833,113	0	0	0
Requirements Total	30,517,412	32,530,286	34,756,717	30,402,372	30,402,372

Fund Overview

The Children's Investment Fund was established in FY 2002-03 to account for the revenues and expenditures related to the Portland Children's Levy. This levy was most recently renewed by Portland voters in May 2018. The current levy authorizes the ongoing revenue generation and operation of the Portland Children's Investment Fund through June 30, 2024.

Decisions on grant expenditures of the Children's Levy are made by a five-person committee and approved by City Council. Administrative expenditures are capped at 5% of the fund by law. All allocations must be made in conformance with the levy language as approved by voters.

Managing Agency Portland Children's Levy

Significant Changes from Prior Year

Revenues from the Portland Children's Levy are projected to remain stable in FY 2021-22



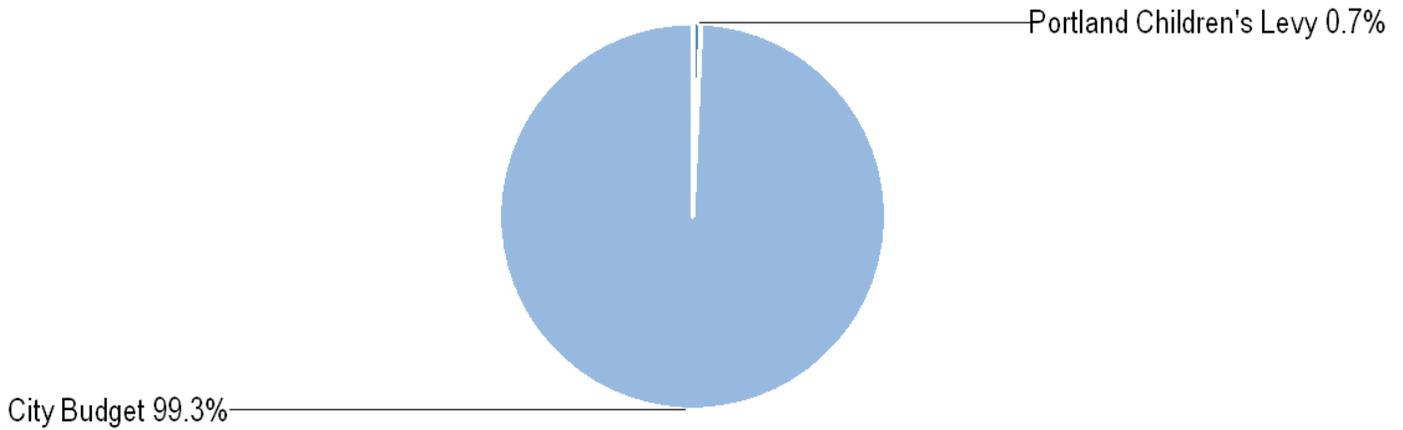
Portland Children's Levy

Community Development Service Area

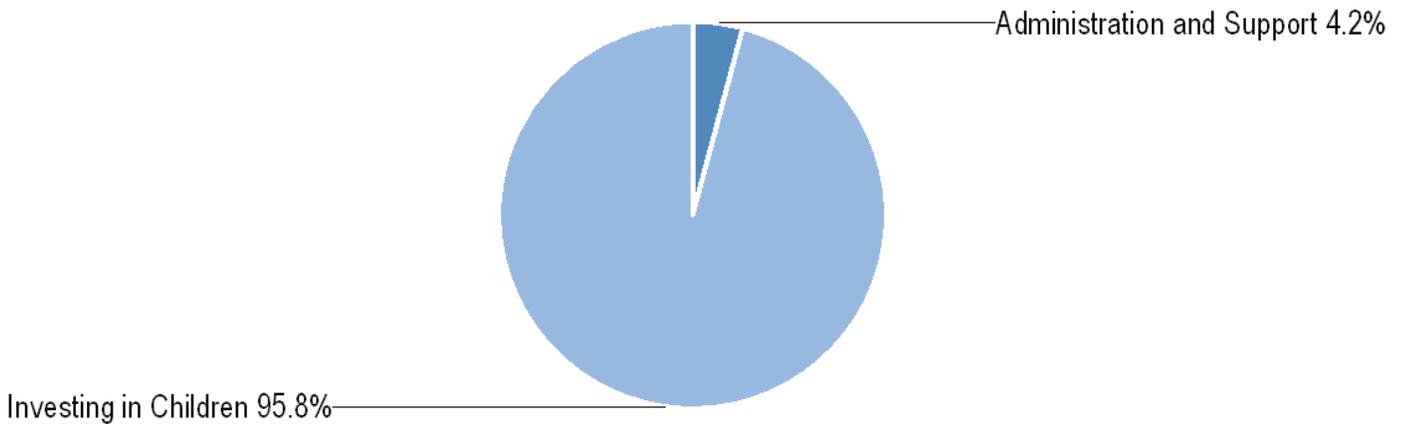
Dan Ryan, Commissioner-in-Charge

Lisa Pellegrino, Director

Percent of City Budget Graph



Bureau Programs



Requirements	Revised FY 2020-21	Requested FY 2021-22	Change from Prior Year	Percent Change
Operating	\$34,756,717	\$30,402,372	\$(4,354,345)	(13)%
Capital				
Total	\$34,756,717	\$30,402,372	\$(4,354,345)	(13)%
Authorized Positions	6.80	5.90	5.90	(13.24)%

Investing in Children

Program Description & Goals

The goals of the Portland Children’s Levy are to prepare children for school, support children’s success inside and outside of school, eliminate racial and ethnic disparities in children’s well-being and school success.

Performance	Actuals	Actuals	Target	Target	Strategic
	FY 2018-19	FY 2019-20	FY 2019-20	FY 2020-21	Target
Number of children served	12,000	10,575	10,500	10,000	10,000
Number of administrative cost audits	1	1	1	1	1
Number of grant contracts managed	74	70	70	93	90

Explanation of Services

The Portland Children’s Levy contracts with nonprofit providers and educational institutions to provide services to children throughout Portland. Funding comes from the proceeds of a five-year property tax levy, most recently approved by voters in 2018, and is estimated to provide \$21.4 million in FY 2021-22. The Children’s Investment Fund is projected to have a fund balance of \$9.0 million on July 1, 2021. Fund balance has accrued due to revenues exceeding projections on which grants are made and unspent grant balances. In order to maintain stable funding levels over time, this fund balance will be invested in multi-year grants and spent down over the next 3 years.

Funding categories required in the ballot measure are: Early Childhood; Child Abuse Prevention and Intervention; After School; Mentoring; Foster Care; and Hunger Relief. Programs must demonstrate that they are cost effective and have a proven record of success to be eligible for consideration for funding. The Children’s Levy Allocation Committee recommends grants through a competitive process. The Allocation Committee consists of a City of Portland commissioner, a Multnomah County commissioner, a member of the business community and a citizen member with knowledge and experience on children’s issues appointed by the Mayor, and a citizen member appointed by the County Commission. Portland City Council approval is required for grants to be funded. Under provisions of the Levy, no more than 5% of the fund may be spent for expenses associated with administering the fund. The fund is audited annually to ensure compliance. In the spring of 2020, the Allocation Committee recommended 84 grants for three years, beginning July 1, 2020; City Council approved these recommendations. In September 2020, the Allocation Committee recommended 8 grants as part of the new Small Grants Fund. The total grant budgets for FY 2021-22 is \$25.0 million.

Equity Impacts

The Children’s Levy requires all funded programs to report demographics on children served (gender, age, race/ethnicity identification(s), primary language spoken in the home, zip code of residence or school attended or homeless status, household income and disability status). The Levy also disaggregates service and participation data to assure that programs serve disproportionately higher percentages of traditionally underserved populations (as compared to the percentage of the school population or other relevant comparison population such as population in foster care), and that these children and youth meet program

participation goals. This data is reported annually. Data from 2019-20 shows that 65% of the children served in PCL funded programs identified as Black, Indigenous or children of color (BIPOC). Data gathered between FY 2014-2019 show similar proportions of BIPOC children enrolling and meeting participation goals in programs. This data indicates that BIPOC children are accessing Levy funded programming and programs are successfully engaging children. See annual data reports on our website at www.portlandchildrenslevy.org/about/performance-and-resultsfor for detailed reporting on demographics of populations served, program participation rates and outcomes of children/parents.

Changes to Program

The bulk of the Portland Children’s Levy programming is similar to past years.

The Portland Children’s Levy is funding a new Small Grants Fund beginning in FY 2020-21. The first 8 grant contracts totaling \$1,000,000 over 3 years are set to begin in January 2021.

Program Budget

	Actuals FY 2018-19	Actuals FY 2019-20	Revised FY 2020-21	Requested No DP FY 2021-22	Requested FY 2021-22
Requirements					
Bureau Expenditures					
External Materials and Services	16,053,154	18,612,725	24,916,667	25,024,483	25,024,483
Bureau Expenditures Total	16,053,154	18,612,725	24,916,667	25,024,483	25,024,483
Ending Fund Balance	0	12,565,582	0	0	0
Requirements Total	16,053,154	31,178,306	24,916,667	25,024,483	25,024,483

Budget Narrative

Resources	Funding comes from the proceeds of a five-year property tax levy, most recently approved by voters in 2018, and is estimated to provide \$21.4 million in FY 2021-22. The Children’s Investment Fund is projected to have a fund balance of \$9.0 million on July 1, 2021.
Expenses	The Children’s Levy is budgeting \$25,024,483 for program expenditures in FY 2021-22. The Children’s Levy plans to spend up to \$1,134,360 to administer the fund in FY 2021-22; this figure is 4.3% of budgeted expenditures for the fiscal year.
Staffing	The Children’s Levy employs 6 individuals who work 5.8 FTE. The Levy is led by the Director and Assistant Director who also serve as Grant Managers. One additional Grant Manager and a Small Grants Fund Manager work for the Levy. The Levy also employs a Communications Director and a Financial Analyst.
Assets & Liabilities	The Children’s Levy is projected to begin FY 2021-22 with a fund balance of \$9.0 million. The Levy has no liabilities.

Portland Children's Levy

Program Information

Program Contact: Lisa Pellegrino

Contact Phone: 503.823.2939

Website: www.portlandchildrenslevy.org

Portland Children's Levy

Thursday, January 21, 2021

PM1. Report for FY 2020-21 Requested Budget

12:43:02 PM

EFFICIENCY MEASURES

Performance Measure	KPM	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2019-20 Target	FY 2020-21 YTD Actuals	FY 2021-22 Target	Strategic Target
PA_0001 Administrative cost as percentage of cumulative tax revenue		5%	5%	5%	5%	0	5%	5%

OUTPUT MEASURES

Performance Measure	KPM	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2019-20 Target	FY 2020-21 YTD Actuals	FY 2021-22 Target	Strategic Target
PA_0002 Number of children served	X	12,000	12,000	10,575	10,500	0	10,000	10,000

WORKLOAD MEASURES

Performance Measure	KPM	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2019-20 Target	FY 2020-21 YTD Actuals	FY 2021-22 Target	Strategic Target
PA_0003 Number of administrative cost audits		1	1	1	1	0	1	1
PA_0004 Number of grant contracts managed		74	74	70	70	0	93	90

MEASURES

Portland Children's Levy

Thursday, January 21, 2021

PM1. Report for FY 2020-21 Requested Budget

12:43:02 PM

	Performance Measure	KPM	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 2019-20 Actuals	FY 2019-20 Target	FY 2020-21 YTD Actuals	FY 2021-22 Target	Strategic Target
CL_0005	Number of children served in Hunger Relief programs		0	0	9,520	10,000	0	15,000	15,000
CL_0006	Percent of children in early childhood services programs who met age appropriate developmental milestones		0	0	83	85	0	85	85
CL_0007	Percentage of parents participating in child abuse prevention and intervention programs who met parenting goal		0	0	91	80	0	80	80
CL_0008	Percentage of foster youth served who met academic goals		0	0	96	85	0	85	85
CL_0010	Percentage of youth in after-school programs who met youth development goals		0	0	91	80	0	80	80
CL_0011	Percentage of youth in mentoring programs who met school engagement goals		0	0	96	85	0	85	85

Portland Children's Levy

Plan Overview

The Portland Children's Levy is currently in year 2 of a 5-year authorization. This plan assumes that the Levy will be renewed by Portland voters to continue beyond FY 23-24.

Revenue Assumptions

Property tax estimates are provided by the City Economist. The most recent estimate is from January 2021.

In the resolution referring the Parks Levy to voters, City Council resolved to allocate funds from the Parks Levy to the Children's Levy to offset increased compression on the Children's Levy. Amounts included are estimates provided by Parks based on a study done by PSU in November 2020.

Current year interest is an estimate based on YTD actuals. No reliable estimate of interest revenue is available for future years, so none is included.

Expenditure Assumptions

Grant expenditures are based on current funding commitments that have granted funds through FY22-23. Beyond that time, a one-time \$500,000 reduction in total expenditures is needed to maintain positive fund balance. Given the uncertainties of revenue levels and possible underspending by grantees, this situation is likely to change before FY22-23.

Personnel and other expenses are assumed to be similar to current levels with modest annual increases for COLA.

Expenditure Risks to the Forecast and Confidence Level

Apart from revenue uncertainty, confidence in these projections is high. Should revenue levels rise or fall, expenditures could be adjusted as needed.

FY 2021-26 Requested Budget Five Year Plan

Portland Children's Levy/Children's Investment Fund

Resources	CY Estimate	FY 2021-22 Plan	FY 2022-23 Plan	FY 2023-24 Plan	FY 2024-25 Plan	FY 2025-26 Plan
Beginning Fund Balance	12,701,379	8,954,147	4,694,575	1,045,608	119,350	396,216
Current Year Property Taxes	21,691,542	21,148,242	21,788,749	24,042,273	25,775,261	27,601,893
Prior Year Property Taxes	245,462	255,130	256,640	258,514	267,917	286,425
Allocation from Parks Levy	-	475,944	487,535	499,554	506,765	504,504
Interest	120,000	-	-	-	-	-
Resource Total	34,758,383	30,833,463	27,227,499	25,845,949	26,669,293	28,789,038

Expenditures	CY Estimate	FY 2021-22 Plan	FY 2022-23 Plan	FY 2023-24 Plan	FY 2024-25 Plan	FY 2025-26 Plan
Grants Total	24,574,483	24,774,483	24,774,483	24,274,483	24,774,483	24,774,483
Other Program Costs*	30,000	250,000	250,000	250,000	250,000	250,000
Personnel	970,241	879,819	915,012	951,612	989,677	1,029,264
External M&S - administrative	149,697	152,360	158,454	164,793	171,384	178,240
Internal M&S - administrative	54,815	57,226	58,943	60,711	62,532	64,408
General Fund Overhead	25,000	25,000	25,000	25,000	25,000	25,000
Expense Total	25,804,236	26,138,888	26,181,892	25,726,599	26,273,076	26,321,395

Planned FTE Total	6.48	5.80	5.80	5.80	5.80	5.80
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* Other Program Costs include training and technical assistance for grantee staff.

City of Portland
Requested Budget Equity Report

Portland Children's Levy

Requested Budget & Racial Equity Plan Update:

PCL's authorizing legislation requires that all Levy investments support achievement of the following goals:

1. Children are prepared for school.
2. Children are supported to succeed inside and outside of school.
3. Racial and ethnic disparities in children's well-being and success are eliminated.

PCL has not adopted a formal equity plan since it became an independent bureau. PCL works to advance racial equity in multiple ways including:

- Support programs effectively serving Black, Indigenous and children of color (BIPOC) and their families.
- Assure programs reach intended service populations and effectively engage BIPOC children and their families.
- Improve equity and transparency in funding processes, and equitable access to Levy funds among community-based organizations.
- Support organizations with staff and board members that reflect the racial and ethnic identities of the populations they serve.

Populations Served by Levy Programs

Programs funded through the Portland Children's Levy have consistently served 65-70% BIPOC children in each of the last six years. In contrast, 51.3% of children attending Portland schools identified as BIPOC in 2019-20. In FY 2019-20, children served in Levy funded programming identified as follows:

- Latinx/Hispanic: 19.5%
- African American: 15.3%
- Multiracial: 13.9%
- Asian: 6.4%
- African: 4.3%
- American Indian/Alaska Native: 2.6%
- Slavic: 1.4%
- Native Hawaiian/Pacific Islander: .9%
- Middle Eastern: .6%
- White: 21.5%
- Not Given: 13.6%

Data collected FY 2015 through FY 2019 show that BIPOC met program participation goals in the same proportion as they enrolled in programming, indicating that programs successfully keep BIPOC engaged in programming.

PCL also monitors the percentage of children served who reside or go to school in East Portland due to high child poverty rates as compared to Portland as a whole. In 2019-20, 40.3% of children served lived or went to school East of 82nd Avenue. In contrast, approximately 25% of the population in Portland resides in East Portland.

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Equitable and Transparent Funding Process

PCL works to ensure equitable competitive funding processes to grant funds. In preparation for the most recent competitive funding round (2019-2020), PCL worked with Portland State University to conduct a qualitative study of its grantmaking process. PSU conducted interviews and focus groups composed of current PCL grantees, organizations that do not receive PCL funding, and other community funders and made a series of recommendations for improvement focused on equity and transparency. The report recommended 30 process improvements, the majority of which were adopted, including:

- Require all questions about the funding application to be submitted in writing and publish all questions and answers.
- Provide application score sheets to applicants prior to funding decisions.
- Operationalize culture as race/ethnicity in the funding application.
- Require at least 51% program and agency staff, and board of directors identify as a person of color to earn points for reflectiveness of organization serving populations that are majority of color.
- Assure equal application of testimony limits for all funding applicants, and assure additional time is provided for people requesting interpretation.
- Implement a more robust conflict of interest policy for Allocation Committee members.
- Create a small grants fund to improve equity of access, support organizations growing out of diverse communities, and build capacity to apply for larger PCL grants.

To ensure community priorities informed the 2019-20 funding process, PCL worked with Empress Rules Equity Consulting to gather community input on current needs of children and families and preferred community solutions. Report recommendations demonstrate community preference for services that are culturally relevant and responsive, listen and respond to the voice and preferences of youth and families, pay attention to accessibility and address barriers to access, and employ staff who are of and grounded in the cultural communities they serve. These priorities along with preferences for services in each program area were incorporated into the final funding strategies and application.

2019-2020 Funding Round Results

In the 2019-20 competitive funding round for large grants (\$68.4 million over 3 years), a total of 84 grants to 43 unique organizations received funding. All funded programs serve BIPOC children and their families; as noted above, funded programs have consistently served 65%-70% BIPOC children in each of the last 6 years). Based on data submitted in grant applications, 19 of those organizations have a majority of staff who identify as Black, Indigenous or Person of Color (BIPOC). Grants to these 19 organizations total \$34.2 million over 3 years, 50% of the \$68.4 million awarded. Among 22 new grants, 15 grants and 74% of the funding awarded went to organizations with majority BIPOC staff. Among the 18 grants that included expansion funding, 7 grants and 62% of the funding awarded went to organizations with majority BIPOC staff.

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Small Grants Fund

As recommended in PSU's report, PCL piloted a small grants fund in 2020 (\$1 million over 3 years) to improve equity of access to PCL funding for smaller organizations serving historically marginalized populations that had not received Levy funded in the past. PCL staff engaged a 6-member volunteer team to design the funding process and participate in scoring and recommending programs for funding. Design Team volunteers identified collectively as African refugee, Latinx, disabled, Vietnamese refugee, Native American, African American, LGBTQIA+.

Before issuing a funding application, PCL staff hosted 8 community conversations to provide information to 30 small, community-based organizations on the funding opportunity, identify technical assistance needs, and gather input on how to best facilitate an equitable process. The Design Team then created a 2-step process with a short Step 1 application to minimize upfront time investment by small organizations. The Design Team and volunteer community reviewers scored Step 1 applications, decided which organizations would advance to Step 2 of the application process, and made recommendations to the Levy's Allocation Committee for funding. The Allocation Committee accepted all funding recommendations unanimously to fund 8 organizations providing services to children with disabilities, children identifying as BIPOC, immigrant and refugee, LGBTQIA+, two spirit, and non-binary. Funded organizations offer services primarily in North and East Portland.

Racial Equity Plan Link:

Requested Budget Community Engagement:

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The grants funded in this budget were made in a large grant funding round (2019-2020) and a small grant funding round (2020). Before creating the funding priorities and application in the large grant funding round, PCL hired Empress Rules Equity Consulting to engage community members and service providers around community needs, preferred services and methods of delivery, and barriers to access. Empress Rules engaged 405 community members and 95 service providers through an online survey, and conducted 8 focus groups with 85 community members.

Community members who responded to the survey identified as follows:

- 15% youth; 85% adults
- 20% had a child with a disability; 11% reported having a disability
- 24% had been or were currently involved in the foster care system
- 19% identified as LGBTQ+
- 27% had experienced homelessness
- 67% were parents/caregivers
- 32% were immigrants/refugees
- 49% earned less than \$50,000 per year
- 48% primarily spoke a language other than English at home
- 71% identified as BIPOC (Latinx, Black, African, Native Hawaiian or Pacific Islander, Asian, Slavic, Native/Indigenous, Middle Eastern)

Focus groups included 2 groups of youth and 6 with adult parents; people who are/were impacted by the foster system, people who are impacted by disabilities (adults or children), 2 Spanish speaking parent groups, and parents who identify as immigrants/refugees. Survey and focus group participants were provided with participation incentives in recognition of their time and input.

Funded organizations must demonstrate a strong commitment to racial equity, diversity and inclusion and work to empower communities most impacted by inequities. They must use multiple methods on a regular basis across the organization to solicit service user feedback, such as focus groups, surveys, interviews and/or community advisory groups, must demonstrate that services offered are based on clients' expressed needs, and address barriers to access.

Base Budget Constraints:

As noted above, PCL has focused efforts on improving equity in grantmaking processes, level and type of community engagement and starting a small grants fund. The combination of a 33% increase in number of grants to manage, projected revenue decline due to the pandemic and a 5% administrative cap against which all PCL staffing costs are charged means there will be increased work to manage grants and no ability to expand staffing under the current interpretation of the 5% administrative cap. This may limit progress on planned continued improvements to improve equity in grant management practices, participatory evaluation, community data sharing, and ongoing community engagement.

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Notable Changes:

There are no significant changes in the PCL budget for FY 2021-22.

Equity Manager Role in Budget Development

Not applicable

**Equity
Manager:**

**Contact
Phone:**

ADA Title II Transition Plan:

Not applicable

Accommodations:

Funding for translation, interpretation, video captioning and other accommodations for a range of disabilities, and translation of essential documents into safe harbor languages is included in PCL's administrative budget for activities and documents led or produced by PCL staff. Grant budgets support multi-lingual staff, outreach and engagement of multi-lingual and multi-cultural communities, and include funds for translation and interpretation (written and oral).

Capital Assets & Intergenerational Equity

Not applicable

Measure Title	PM 2018-19 Actuals	PM 2019-20 Actuals	PM 2019-20 Target	PM 2020-21 Target	Strategic Target
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	<p>Data Tracking Methodology: PCL's methods for tracking data on funded programs are detailed in its Goals, Strategies and Performance Measures framework. The framework details how PCL collects information on who is served in funded programs (gender, race ethnicity, age, primary language spoken at home, residence or school zip code and family income), service goals (number served and level of service provided), whether youth/caregivers meet participation goals in the program, whether youth/caregivers meet program outcomes, and the level of staff turnover in the program.</p>
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**Data Tracking
Methodology:**

This data is monitored on an individual grant basis, and aggregated annually across all Levy programs, and by program area. PCL publishes the aggregated data annually. The 2019-20 report is currently being finalized and will be published in February 2021. A summary of Levy-wide aggregated data for 2019-20 is below. Please note that data below does not include hunger relief service recipients for reasons detailed in the report.

Demographics of Children Served, 2019-2020:

Gender: 46.5% identified as girls; 42.5% identified as boys, .4% identified as transgender/genderqueer, and 10.7% did not report gender.

Age: Children aged 0-8 comprised 44% of the total service population. The high portion of young children served as compared to older youth reflects PCL's ongoing priority to invest early in a child's life to support positive development. Children/youth aged 9-24 comprised 47% of the total service population and 9% did not report age.

Primary Language: 58.3% spoke English, 14.9% spoke Spanish, 12.6% spoke another language and 14.2% of children did not report language.

Disability: 5.5% of children and 8% of caregivers served had a disability.

Residence: 40.3% of children resided or went to school east of 82nd Ave.

Racial/Ethnic Identity: See response to Question 1.

Family Income: 94% of children on whom this data was reported lived in families with an income at 185% or less of the federal poverty level.

Service Data, 2019-20

Children Served: Grantees exceeded goals for numbers served by 3.1% (goal: 10,244; actual: 10,558).

Participation Data: 68.5% of program participants met participation goals in grant agreements. Participation goals are set based on the minimum level of service likely to produce the intended outcome of the service. PCL asked grantees to report data on participants who met participation goals as of March 16, 2020 when the state of emergency was declared, and many services were interrupted and/or changed to address emergency needs. In contrast, an average of 79% of program participants met participation goals over the previous 5 years.

Outcome Goals: Grantees met 81.4% of outcome goals in grant agreements. This measure compares number of goals met to total goals.

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In 2019-20, some outcomes could not be measured due to the pandemic which interrupted and/or changed services delivered.

Staff Turnover: 16.2% of staff funded in whole or in part with PCL funds turned over during 2019-20.

Hiring, Retention, & Employment Outreach:

PCL's 2019-2022 Affirmative Action Plan includes strategies for diversification of its staff should additional positions be added, or current positions turn over, to continue staff education on diversity, equity and inclusion, and to consider how equity is included in performance evaluation. PCL currently has 6 staff members. 83% of current staff identify as white, 17% identify as African American; 67% identify as female and 33% identify as male. PCL hired a new staff in November 2019 to implement the small grants fund. Outreach for the position was conducted in accordance with the Affirmative Action Plan, and a diverse pool of candidates applied. All three finalists for the position self-identified as a person of color, and two identified as speaking languages other than English. The hiring panel was composed of two PCL staff and three non-PCL staff; all non-PCL staff panel members identified as people of color. PCL is currently recruiting to replace a retiring staff member and has planned a similar recruitment process in accordance with our Affirmative Action Plan strategies. Four of six PCL staff have been employed in their positions for more than 10 years and in the course of employment have taken regular trainings on diversity, equity and inclusion offered through the city (including Uniting to Understand Racism dialogues) and outside partners. Staff regularly attend the city/county diversity and equity conference, and recently participated in a year-long series on diversity, equity and inclusion offered by the Center for Equity and Inclusion designed to consider how the funding community operationalizes principles of equity in how and what they fund. In 2020, all PCL staff took at least one advanced equity training, three staff engaged in monthly anti-racism curriculum groups, and two staff have been trained on improving accessibility of public information to non-English speakers and people with hearing and visual disabilities. Equity goals are regularly included in the annual performance goals for each employee.

Contracting Opportunities

PCL prioritizes hiring D/M/W/ESB listed contractors for professional service needs such as quality assessment and improvement assistance and training for grantees, community engagement, evaluation expertise, independent financial audit, and communications (web site, design, community report design). All 3 of PCL's existing contracts that extend into FY2022 are with D/M/W/ESB entities. PCL also contracts with Volunteers of America, a non-profit entity, to cater food at trainings and other grantee meetings.

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Engaging Communities Most Impacted by Inequities

This budget supports 52 community-based organizations to provide 93 programs to historically marginalized children and their families. PCL staff focus on supporting grantee programs and organizations including convening grantees for relationship building between organizations, understanding and helping to meet training and technical assistance needs, peer learning, consultation on grant monitoring practices, development of shared outcome goals and sharing quality improvement approaches and evaluation practices. PCL is also considering creating a community advisory board to provide ongoing input on PCL funding priorities and practices.

Empowering Communities Most Impacted by Inequities

All organizations supported through PCL build community capacity and power in multiple ways including employment and volunteer leadership opportunities for service users and community members, advisory boards, community meetings and events, convening focus groups and community meetings, and community organizing for advocacy efforts.