

ONI Budget Advisory Committee: Program Summary

Organization / Program title

Neighborhood Resource Center

Supports the goals developed as part of the five year plan to strengthen community involvement in Portland and other ONI goals:

- Increase the number and diversity of people who are involved and volunteer in their communities and neighborhoods.
- Strengthen neighborhood and community capacity to build identity, skills, relationships and partnerships.
- Increase community and neighborhood impact on public decisions.
- Provide tools and resources to improve neighborhood and community livability and safety.
- Provide accurate information and responsive and effective services to community members and organizations.

Briefly describe the program funded with city dollars

NRC administration

- Staff supervision, contract and funds management/SAP, performance evaluation
- Answer ONI main line, Spirit of Portland awards, boards and commissions apps

Neighborhood Program

- Supports network of 95 neighborhood associations through 7 District Coalitions
- Supports grants coordination and evaluation with seven district coalitions
- Neighborhood Small Grants program
- Provide technical assistance on non-profit leadership & organizational development

Diversity and Civic Leadership Program

- Support network of six communities of color, immigrant, refugee organizations
- Supports grants coordination and evaluation with five DCL funded organizations through DCL Organizing project and Leadership Academy
- Provide technical assistance on non-profit leadership & organizational development

Disability Program

- Support Portland Commission on Disability
- Support I & R, policy development, civic engagement for disability community
- Voluntary Emergency Registry (VER) and disaster planning and preparedness

Public Involvement Best Practices Program

- Supports Public Involvement Advisory Council (PIAC)
- Supports Citywide Public Involvement Network (CPIN)

Effective Engagement Solutions Program

- Special high-stakes negotiation projects as requested by Commissioners, ONI
- Restorative Listening Project
- Community siting provides TA on group-home siting projects (Housing Bureau)

Elders in Action

- Grant support for Elders in Action Commission, civic engagement of seniors

Major activities and accomplishments during current budget cycle (ending June 30, 2010)

See highlights in other program specific descriptions

Those not described elsewhere:

- Contract and funds management, \$2,584,180 in grants to ONI partners
- Support for Spirit of Portland awards ceremony
- Support for administering application intake for City boards and commissions
- Quarterly updating of neighborhood contacts, infrequent updating other org lists
- Answering and triaging ONI main phone line and general inquiries
- Organizing DCL and neighborhood District Coalition leadership retreats
- Development and implementation of updated performance measurement system
- Developing partnership with PSU to increase student internships w/ONI partners
- Initiating update of ONI Standards including Communities Beyond Neighborhood Boundaries policy
- Manager on Public Involvement Advisory Council assisting w/multiple recs
- Developing NRC communications strategy including messaging/storytelling priorities, website update, e-newsletter, annual report
- Developing video/digital storytelling capacity of ONI programs and partners including partnership with Portland Community Media
- Assisting Mayor's office with development of Portlandonline civic engagement
- Archiving ONI materials in ONI office

Summary of program budget and staffing

Overall NRC budget: \$3,420,000

ONI staff funded through the Neighborhood Resource Center include:

- Total personnel costs for 7.75 FTE = \$601,250
- **Manager:** 1 FTE
- **Neighborhood Program:** 1 FTE Program Coordinator
- **Disability Program:** 1.5 FTE Program Coord. and Office Support Specialist
- **Effective Engagement Solutions Program:** 1 FTE Program Coordinator
- **Public Involvement Standards Program:** 1 FTE Program Coordinator
- **Effective Engagement Solutions Program:** 1 FTE Program Coordinator
- **Office Support Specialist:** 1 FTE – split between NRC and Administration
- **I & R:** .25 FTE funded through NRC for supporting NRC related projects

Partnerships with other organizations

See program specific descriptions

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Diversity and Civic Leadership Program

Neighborhood Resource Center

Jeri Williams, Program Coordinator

Program Coordinator provides grant oversight, evaluation and technical assistance on organizational capacity, leadership development, and partnership building for the following:

Diversity and Civic Leadership Organizing Project

This is a capacity building program for under-engaged community-based organizations serving people of color, immigrants and refugees in order to increase constituent participation in the civic governance of the City. The goals are:

1. Develop culturally appropriate means to build community identity, understanding of existing City governance structures, and skills to analyze City power dynamics.
2. Develop communication structures to encourage and maintain communication among community members and public agencies to support community building and livability efforts, foster dialogue on policy issues, and opportunities for involvement with the City.
3. Develop leadership opportunities to be more effective advocates responding to City public involvement initiatives and advancing policies to achieve economic and social equity for their constituencies.
4. Create a source of leadership to develop representation on City advisory committees, boards and commissions, neighborhood associations, and a wide array of City public involvement opportunities.
5. Encourage the development of collaborations and partnerships between a wide-range of underrepresented community organizations, neighborhood and business associations, where there may be opportunities to work on common community and neighborhood livability issues.
6. Develop culturally appropriate models for how these communities can safely and successfully interact in City processes in meaningful ways that adds value to both their communities and the City. Present these models to the City as effective strategies to interact with underrepresented groups.

First funded FY 2007-08. FY 2009-10 is the third year of funding. Funded organizations:

- Immigrant and Refugee Community Organization (IRCO),
- Latino Network in partnership with Verde,
- Urban League of Portland, and,
- Native American Youth and family Center (NAYA).

Diversity and Civic Leadership Academy

This is a training program to expand the range of emerging leaders in communities of color, immigrant, and refugee communities who engage in the civic life of the City of Portland. The goals are to:

1. Support efforts to build the organizational capacity and leadership skills of community organizations of color and immigrant/refugee organizations to be more effective advocates for the advancement of policies to achieve economic and social equity for their constituencies.

2. Create a source of leadership from communities of color to develop representation on City advisory committees, boards and commissions, neighborhood associations, and a wide array of City public involvement opportunities.
3. Encourage the development of collaborations and partnerships between a wide-range of community organizations, including neighborhood and business associations, where there may be opportunities to work on common community and neighborhood livability issues.

This project was funded by Council in fiscal year 2006-07. Fiscal year 2009-10 is the project's fourth year of funding. A contract for \$105,222 was awarded to Center for Intercultural organizing, partnering with the Latino Network. A minimum of 30 participants will participate in eight trainings and two cross-cultural events.

Major activities and accomplishments during current budget cycle (ending June 30, 2010)

Highlights of program coordinator's role include:

- Negotiating, writing, evaluating, coordinating finances of DCL grant agreements.
- Organizing a retreat for DCL and Neighborhood Coalition staff and leadership.
- Developing and leading training workshops on neighborhoods and City governance for DCL and neighborhood leaders, workshops on equity and anti-racism issues to PI staff.
- Assisting in recruitment for new DCL participants and other ONI and City bureau opportunities on advisory committees, boards, and commissions.
- Mentoring new up and coming under-engaged community-based organizations providing technical assistance in organizational development.
- Outreach to faith based organizations to engage in City involvement.
- Fostering & building cross-cultural relationships between under-engaged groups and NA's
- Participated in preparation for ONI Budget process with DCL partners.
- Provided advice to small groups applying for neighborhood small grants projects.
- Provided facilitation and technical assistance on outreach to under-engaged communities to city bureaus including BES and BPS on the Portland Plan, Clean Energy Works, etc.

Summary of program budget and staffing 08-09

- 1 FTE for program coordinator: \$80,101 (Avg for NRC program coord. Includes benefits)
- Leadership Academy: Center for Intercultural Organizing with Latino Network: \$105,552
Diversity and Civic Leadership Organizing Project: (\$67,000 each to NAYA, IRCO, Urban League, Latino Network/Verde), total \$268, 000
- Total: \$453,653

Partnerships with other organizations

We partnered with numerous organizations this year including our grantee partners listed above as well as several churches, Art mural PDX members, Multnomah County Sheriff's Office, Cambodian American Community Organization, Elders in Action, Society for Haitian Arts Council, Pangaea Project, Portland State Women's studies classes, PSU Urban Studies, Organizing People Activating Leaders ,Portland Public Schools, Rose Haven , PCC Cascade, Groundwork Portland, Metro Nature in Neighborhoods Capital campaign, Oregon Solutions, Our Beloved Community , People of Purpose Association, NEEBA, DEQ, The MACE Center, Oregon Students of Color, The Mosaic Project, Humboldt School

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Organization / Program title

Neighborhood Program

Neighborhood Resource Center

Paul Leistner, Program Coordinator

Briefly describe the program funded with city dollars

The Neighborhood Program supports Portland's network of 95 Neighborhood Associations working in collaboration with seven District Coalitions, which provide support, information and technical assistance to the volunteer-based associations.

The Neighborhood Program, District Coalitions and Neighborhood Associations have been an integral part of the 5 Year Plan for Community Involvement (Community Connect) – an effort to update Portland's community involvement system by responding to the three goals:

1. Increase the number and diversity of people involved in their communities.
2. Strengthen community capacity
3. Increase community impact on public decisions.

Neighborhood Associations are the officially recognized voice of Portland's 95 neighborhoods. As a basic building block of democracy in Portland, the Associations draw together a diversity of people who are concerned about issues affecting the quality of life in their neighborhoods. Participation is voluntary and open to all residents who live, own property and/or a business within its boundaries. Typical activities include reviewing and advocating on public policy issues, organizing clean-ups and street tree plantings, producing newsletters, emails, and websites to discuss issues, and much more.

The seven District Coalitions are funded in large part by the City through ONI to provide support, technical assistance and fund management to their respective member Neighborhood Associations participating in efforts to enhance the livability of their neighborhoods. Five of the Coalitions are non-profits. City staff manages offices in east and north Portland. All are either governed by boards of directors or advised by committees of Neighborhood Association, small business and community representatives. They formulate policy and develop work plans for each Coalition at the direction of their respective Associations.

A 1 FTE program coordinator was hired November 2008 to provide the following services:

- Coordinates district coalition grants for support services to neighborhood assocs.
- Reviews and evaluates performance measurement reporting by district coalitions.
- Provides technical information, expertise and guidance on ONI guidelines, City codes and state laws, non-profit administration issues, and community organizing.
- Coordinates neighborhood small grants program in partnership with district coalitions, including program development, marketing, and fund management.
- Participates on City committees developing best practices for neighborhood involvement, advises other city bureaus on effective community involvement.
- Assists district coalitions and under-engaged communities to build partnerships.
- Collaborates with neighborhood leaders to develop leadership training including organizational development, community organizing skills, best practices related to NA's.

Major activities and accomplishments during current budget cycle (ending June 30, 2010)

- Researched and prepared analysis of coalition use of Fund for Accessible Neighborhoods and coalition leadership training workshops.
- Track effectiveness of ongoing programs including documenting success stories from recent new ONI programs and initiatives.
- Leading effort with coalitions to develop a city-wide leadership training strategy.
- Advised and participated in new Public Involvement Advisory Council and coalition staff focus group activities
- Serving on ONI Performance Measurement Advisory Council.
- Helped develop coalition presentation to City Public Involvement Network.
- Organized and supported ABCs of Land Use workshop for community members.
- Coordinating monthly best practices and info sharing sessions for coalition staff.
- Provided technical assistance to coalition staff and NA members.
- Responded to information requests about ONI from communities across US.
- Active participant in national discussions on advancing democratic governance practices and systems including represented ONI at National League of Cities conference Nov. 2008 and co-authored article on Portland's community engagement innovations published in the National Civic Review, summer 2009.

Summary of program budget and staffing

- 1 FTE for program coord. = \$80,101 (Avg for NRC prog. coord. includes benefits)
- Total base operating budget to seven District Coalitions = \$1,878,628
- Neighborhood small grants = \$199,106
- Reductions from last FY: 6.5% overall total - from \$2,216,282 to \$2,077,734 (including 2.5% reduction to base budget, elimination of Neighborhood and Community Engagement funds and Fund for Accessible Neighborhoods, 6.5% cut to neighborhood small grants.)

Partnerships with other organizations

- Seven District Coalitions
- 95 Neighborhood Associations
- 35 Business District Associations
- City bureaus, particularly Bureau of Planning and Sustainability and Bureau of Development Services for land use workshops
- Bureau of Planning and Sustainability on Portland Plan civic engagement efforts
- City Auditors to develop civic engagement tools for SEA annual survey/ report.
- Portland State University, internships
- World Affairs Council, visiting delegations
- Bureau of Technology Services
- National civic engagement leaders, Matt Leighninger, National League of Cities, NUSA, Kettering Foundation
- Some of the coalitions have worked with Diversity and Civic Leadership organizations
- Many other partnerships through work of coalitions and neighborhood associations

ONI Budget Advisory Committee: Program Summary

Organization / Program title

Disability Program

Neighborhood Resource Center

Nickole Cheron, Program Coordinator

Briefly describe the program funded with city dollars

Our Mission:

The City of Portland's Disability Program was re-established in 2006 in the Office of Neighborhood Involvement to connect, support and encourages collaborative civic engagement between the people of the disability community, neighborhoods and city government.

What We Do:

- Information and referral
- Community advocacy through the Portland Commission on Disability
- Support City wide policy to be more inclusive of People with Disabilities
- Engagement opportunities with city government and neighborhoods, as well as community building and awareness raising events
- Voluntary Emergency Registry (VER)
- Disaster planning and preparedness for people with disabilities and frail elders

Major activities and accomplishments during current budget cycle (ending June 30, 2010)

- Advises Portland Commission on disability
- Manages Disability Specific Disaster training Grants and Disability related Vision into Action grant
- Coordinates several events a year including the making a difference Awards and The Roll and Stroll
- Works with elected officials on projects and policy as a disability community subject expert
- Represents City on State wide efforts to raise the quality of life of People with disabilities in Oregon
- Coordinates the Volunteer Emergency Registry Program (VER) a volunteer registry program for citizens with barriers to evacuation, information, and/or independent living through an emergency or disaster.
- Updates and maintains a disability resource database of community organizations and leaders
- Works with ONI's City/County Information and Referral Center to provide accurate disability services reference information
- Maintains knowledge of current federal, state, and local laws, City policies & current issues related to disabled community
- Expands awareness of disability issues by building cultural competency skills and organizing citizens to take action
- Works in partnership with civic organizations to promote mass media attention on disability

- Designs, and Coordinates workshops for public addressing the needs of people with disabilities in emergency evacuation and preparedness, community awareness, and government compliance
- Develops outreach material to educate and inform the public on disability issues
- Organizes and hosts workshops and educational opportunities for city staff around disability: inclusively and compliance
- Is a liaison with the City attorney's working committee on developing and implementing the City's ADA transition plan
- Assists with emergency planning for persons with disabilities and develops and coordinates 911 disabilities outreach project, coordinating tracking system with BOEC and POEM

Summary of program budget and staffing

The Disability Program is budgeted 154,388\$ for 08-09. This budget includes the coordinators salary 1 FTE and .5 FTE for administrative assistance for a total personnel costs of \$97,458. The budget includes funds that are allocated for the Voluntary Registry Program. In the fiscal year 08-09 the Program received 39,000 in one time funds which covered a staff administrative assistant for .5 fte and 3,000 additional dollars earmarked for the Portland Citizen Disability Advisory Committee for committee accommodations, training supplies, and the Making a Difference Awards.

Partnerships with other organizations

The disability program since over the last year has partnered with numerous organizations and entities. These partnerships have included helping organizations outreach to the disability community, providing awareness training, providing meeting space and creating marking and distribution materials and opportunities. Oregon Commission for the Blind, The Oregon Chapter of the Oregon Council for the Blind, The DBA of Oregon, The MS Society of Oregon, The Independent Living Center, Diverse and Empowered Employees of Portland, Elders in Action, The Region ADA Technical Center, Blind Ambition, Insight, the Business Leadership Network, OHSU, Multnomah County Emergency, Multnomah County Aging and Disability, Multnomah County Health, Portland Habilitation Center, DePaul Industry's, Easter Seals, Vocational Rehabilitation, Providence Health Care Office of Diversity Affairs, Ameri-Corp, Multiple State agencies including parks and Emergency planning, FEMA, The Port of Portland, and multiple city bureaus

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Organization / Program title

Public Involvement Best Practices Program

Neighborhood Resource Center

Afifa Ahmed-Shafi, Program Coordinator

Briefly describe the program funded with city dollars

The Public Involvement Best Practices Program works to improve consistency & accountability across citywide public involvement processes. Established in Dec 2007, as an implementation of community recommendations made in Community Connect, BIP 9, and the Public Involvement Task Force, the PISP works to increase community impact on public decisions. The PISP has established and coordinates two major programs with the goal of creating a partnership between community and government.

The **Public Involvement Advisory Council (PIAC)** has been created as the first City of Portland standing advisory council addressing citywide public involvement standards. The goal of the PIAC is to strengthen and institutionalize the City's commitment to public involvement by developing shared citywide guidelines that assist bureaus in creating consistent expectations and processes for public involvement activities. This group of 32 members is comprised of a broad diversity of community representatives and City bureaus staff working in partnership.

The **Citywide Public Involvement Network (CPIN)** is a series of networking and training sessions for public involvement staff across all bureaus. Each month a different topic is explored with the purpose of increasing competency amongst staff in working with the community. This is the only regular forum available to public involvement staff across the City, fostering peer networking, coordination and skill building.

Major activities and accomplishments during current budget cycle (ending June 30, 2010)

Public Involvement Advisory Council (PIAC): Achieved full support on City Council to establish the PIAC; Recruited a broad diversity of community representatives, including underrepresented groups to serve as members; Achieved broad participation from 12 City bureaus; Successfully facilitating a conversation about consistent standards for public involvement across bureaus. Sub-committees are currently developing recommendations on the following themes:

- Updating community governance principles for adoption by City Council via ordinance to set the standard for all City bureaus and staff regarding public involvement.
- Recommend process improvements for 2011-12 bureau and citywide budget processes. Currently focused on observing, researching and evaluating current bureau and citywide budget processes.
- Developing a liaison model of public involvement that builds relationships between city bureaus and non-geographic communities throughout the city.

Citywide Public Involvement Network (CPIN): Seven training/networking sessions for City staff held on topics including: Culturally sensitive use of translation, interpretation; Innovative ways of working with the public; Using video to enhance public involvement; Youth engagement; Working with conflict; Diversity and civic leadership; and more.

- ❖ 106 unique City Staff participants across all sessions.
- ❖ Total attendance of all sessions combined: 208
- ❖ 15 Bureaus participating in sessions: Planning, BES, BHCD, BDS, Parks, Water, Cable, Auditor's office, POEM, OMF, ONI, OSD, PDOT, Police and PDC.

Other Support Provided

- ❖ **For Bureaus:** Specialized training sessions on Diversity/Equity in Public Involvement. Fulfills the unique position as the only centralized public involvement program, and thus have begun assisting bureaus in connecting to one another and to the community; consultation on use of best practices and new models.
- ❖ **For Community Members:** Work with community members on frustrations of working with City bureaus; proactively working with District Coalitions and DCL groups to improve their interaction with City bureaus on public involvement processes; facilitating improved relationships between City bureaus and community for the goal of more meaningful involvement opportunities and ability for community to impact public decisions.

Summary of program budget and staffing

1 FTE for program coordinator = \$80,101 (Avg for NRC program coord. Includes benefits)

Partnerships with other organizations

- ❖ The **Public Involvement Advisory Council (PIAC)** is a partnership of 13 community organizations (eight of which are from underrepresented communities) and 13 City bureaus/ projects.
- ❖ The **Citywide Public Involvement Network (CPIN)** has had participation from 15 bureaus and 14 community organizations (who have served as panel members).

ONI Budget Advisory Committee: Program Summary

Organization / Program title

Effective Engagement Solutions Program

Neighborhood Resource Center

Judith Mowry, Program Coordinator

Briefly describe the program funded with city dollars

The Effective Engagement Solutions Program Coordinator provides resources to address chronic community conflict that creates barriers to effective civic engagement. High conflict issues such as gentrification, race relations and development (including infill and density) tend to be addressed only when specific projects and issues arise. Creating the capacity for the community to dialogue and deliberate on these issues, and particularly on how they impact the relationships of community members allows the community to develop new understanding and to grow in their ability to navigate their ongoing development of a city that meets the best interests of it's residents. A full time program coordinator was hired in October 2007.

Major activities and accomplishments during current budget cycle (ending June 30, 2010)

The following projects and objectives have been or are being achieved:

- **Restorative Listening Project:** A monthly community forum on long-term North/NE Portland residents to share their experiences with gentrification and its impacts on the community. Participation ranges from 60-90 per month. Participants are encouraged to share thoughts and identify action steps to help the community move forward. Has gained positive media coverage including the New York Times, Oregon Public Broadcasting, National Public Radio, and special coverage in the Oregonian.
- **Special high-stakes negotiation projects as requested by Commissioners and neighborhood District Coalitions:**
 - Assisted with planning and facilitation of two community dialogues on the SAFE initiative (sit-lie ordinance issues) at the request of Commissioners Fritz and Fish.
 - Provided assistance with new Office of Human Relations in hiring for staff positions and consultation positions as well as ongoing participation in the Truth and Reconciliation Dialogue committee.
 - Presented on conflict resolution at multiple conferences including: Desmond Tutu Truth and Reconciliation workshop, Portland Center Stage's "Animating Democracy", led a workshop at the Coalition for a Livable Future's regional conference, and Neighborhood USA's annual conference on efforts to diversify Portland's civic engagement efforts.
 - Providing ongoing advice to Motivespace – a grassroots community development organization dedicated to bringing developers, community and

non-profits together to develop creative solutions to local chronic social, land use and economic challenges.

- Planned and facilitated BDS group to develop Plot Adjustment White Paper, between BDS and Planning staff, developers, neighborhood land use chairs.
 - Facilitated community initiated town-hall to address 82nd Ave. prostitution issues including Police Bureau, Mayor Adams, and Commissioner Leonard.
 - Worked with Commissioner Leonard to bring together BDS, a NE neighborhood association and church to resolve an emergency shelter siting.
 - Ongoing project consultation and facilitation with Cesar Chavez street renaming process including current proactive engagement with neighborhood leaders on how to prepare for when controversy comes to your neighborhood.
 - Facilitated Veteran Reintegration Summit coordinating with Commissioner Adams, PDC, Portland Business Alliance, Oregon National Guard, County Comm. Cogan.
 - Coordinated development of five series neighborhood-community dialogue –*Polarized or Powerful, Now We’re Talkin’* - on how we can all work together on contentious land use, socio-economic, growth issues that are changing our neighborhoods. Partnership of 3 coalitions (NECN, SEUL, CNN).
 - Worked with Mayor Potter’s office to facilitate community input on siting of Day Labor Hiring Center with VOZ: Worker’s Rights Education Project.
 - Facilitation of siting project with Cascadia Behavioral Health and Multnomah County.
 - Worked with Commissioner Adams facilitating dialogue on land use dispute of Parker House with Reed College, Reed and Eastmoreland Neighborhood Associations.
 - Assisted with Good Neighbor Agreements on Prescott Terrace, Day Labor site, others.
 - Provided diversity training to Argay and Overlook Neighborhood Associations.
 - Developed manual for community - *When Controversy Comes to Your Neighborhood*.
- **Community Impact Assessment Pilot Project:** Provided facilitation and completed project with Cully Neighborhood Association and residents to develop tools that identify goals for managing growth, development and land use issues with 130 participants.

Summary of program budget and staffing

1 FTE for program coordinator = \$80,101 (Avg for NRC program coord. Includes benefits)

Partnerships with other organizations

Current Partnerships: NECN, SEUL, CNN, Concordia University, several local churches, Motivespace, Portland Center Stage, Multnomah County Library.