

Portland Children's Levy
FY 2019-20
Requested Budget



Office of Mayor Ted Wheeler
City of Portland

MEMORANDUM

To: City Budget Office
Commissioner Chloe Eudaly
Commissioner Nick Fish
Commissioner Amanda Fritz
Commissioner Jo Ann Hardesty
Auditor Mary Hull Caballero

From: Mayor Ted Wheeler

Date: February 4, 2019

Subject: FY 2019-20 Requested Budget of the Portland Children's Levy

Enclosed for your consideration is the FY 2019-20 budget request for the Portland Children's Levy. The Portland Children's Levy has one program – Investing in Children.

The Portland Children's Levy is funded by a five-year property tax levy projected to generate \$22 million in FY 2019-20. The Children's Levy is projected to have a fund balance of \$9.6 million at July 1, 2019 yielding total resources of \$31.6 million. The Children's Levy did not submit any directives to develop this year as resources come from the property tax levy and not the general fund.

This budget includes:

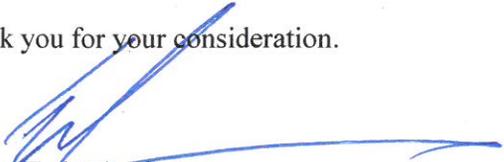
- Spending of up to **\$23.45 million on program grants**, including competitive grants and funds for training and technical assistance of provider personnel
- **\$988,123 for administration** of the fund
- **Contingency funds of \$7.2 million**, resulting in total expenditures of up to \$31.6 million

The Portland Children's Levy currently funds 74 grant programs with budgets totaling \$19 million. The Portland Children's Levy Allocation Committee will make program funding recommendations for FY 2019-20 in the spring of 2019. These recommendations will be submitted to Portland City Council for review.

The Children's Levy is required to spend no more than 5% of the fund for administration. The Levy is projected to have spent 4.66% of levy funds on administration as of June 30,

2019. That amount is projected to decrease to 4.64% at June 30, 2020. The Levy is audited annually for compliance with authorizing legislation.

Thank you for your consideration.

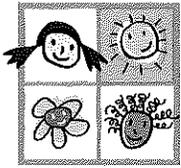


Mayor Ted Wheeler

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portland
children's
levy

Commissioner Dan Saltzman

February 4, 2019

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:

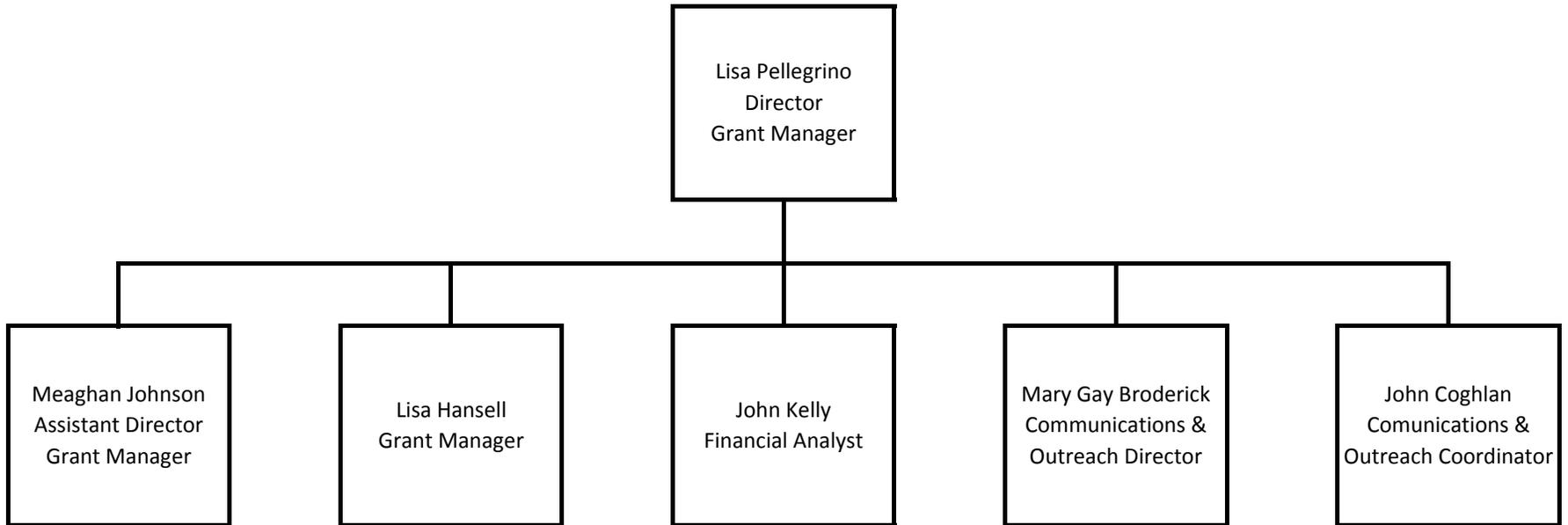
- Mayor Ted Wheeler
- County Commissioner Jessica Vega Pederson
- Julie S. Young – City appointed member
- Felicia Tripp-Folsom – County appointed member
- Mitch Hornecker – Portland business community member

The Allocation Committee makes grant funding decisions for the Children's Levy. All current grants expire on June 30, 2019. During the winter and spring of 2019, the Allocation Committee will meet to consider renewal of grants for FY 2019-20. The funding recommendations of the Allocation Committee will be submitted to Portland City Council for review and approval.

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.

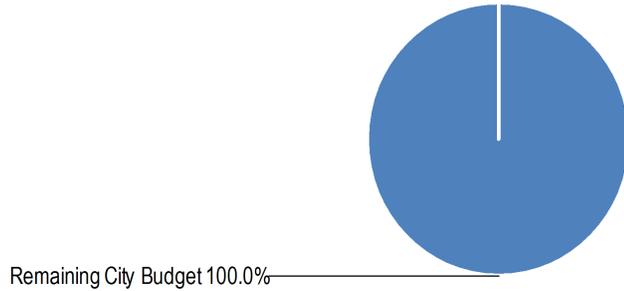


Portland Children's Levy

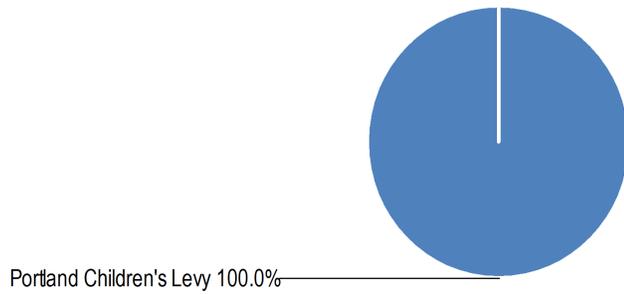


Portland Children's Levy

Percent of City Budget



Bureau Programs



Bureau Overview

Requirements	Revised FY 2018-19	Requested FY 2019-20	Change from Prior Year	Percent Change
Operating	23,081,311	31,651,282	8,569,971	37.13
Capital	0	0	0	0.00
Total Requirements	23,081,311	31,651,282	8,569,971	37.13
Authorized Positions	5.15	5.15	0.00	0.00

Bureau Summary

Bureau Mission

The purpose of the Portland Children's Levy (PCL) is to prepare children for school; support children's success inside and outside of school; and reduce 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 Allocation Committee consists of a City of Portland commissioner, a Multnomah County commissioner, a member of the Portland business community appointed by the Mayor, and two citizen members appointed by City Council and the County Commission respectively. 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

PCL is currently conducting two processes designed to set strategic direction for the next competitive funding round to be held in FY 2019-20. PCL is working with a community engagement consultant to gather community input on current needs of children and families within our funding areas, and preferred community solutions. This input and community recommendations will direct the service priorities and strategies solicited in the competitive funding round, and goals for the next round of investments. PCL is also engaged in a grant-making process review designed to recommend improvements in transparency and equity to the grant-making process used in the next funding round. The Allocation Committee will consider recommendations for process changes and make decisions to be carried out in the next fiscal year.

The Allocation Committee will consider one-year renewal requests for current grants (74 grants with total budgets of \$19 million) in March 2019 with grants to run while the next competitive funding process is moving forward (e.g. application, review, decision making). Renewal decisions are based on grant performance in the following dimensions:

- ◆ Number children/caregivers served and amount of service delivered as compared to contract goals;
- ◆ Demographics of populations served including gender, race/ethnicity, age, residence zip code, primary language, income level; this data is used to understand whether PCL funded programs are reaching historically marginalized populations and populations experiencing disproportionately poor outcomes;
- ◆ Client participation in services as compared to participation goals set in contract;
- ◆ Client outcomes as compared to outcome goals set in contract;
- ◆ Staff turnover in positions funded by PCL as compared to turnover rates in non-profits and among PCL grantees.

	Actual FY 2016-17	Actual FY 2017-18	Revised FY 2018-19	Requested No DP FY 2019-20	Requested FY 2019-20
Resources					
External Revenues					
Taxes	0	0	15,706,311	22,001,560	22,001,560
Total External Revenues	0	0	15,706,311	22,001,560	22,001,560
Internal Revenues					
Total Internal Revenues	0	0	0	0	0
Beginning Fund Balance	0	0	7,375,000	9,649,722	9,649,722
Total Resources	\$0	\$0	\$23,081,311	\$31,651,282	\$31,651,282
Requirements					
Bureau Expenditures					
Personnel Services	0	0	423,116	786,440	786,440
External Materials and Services	0	0	14,301,329	23,589,456	23,589,456
Internal Materials and Services	0	0	40,401	53,242	53,242
Total Bureau Expenditures	0	0	14,764,846	24,429,138	24,429,138
Fund Expenditures					
Contingency	0	0	8,299,797	7,197,144	7,197,144
Fund Transfers - Expense	0	0	16,668	25,000	25,000
Total Fund Expenditures	0	0	8,316,465	7,222,144	7,222,144
Ending Fund Balance	0	0	0	0	0
Total Requirements	\$0	\$0	\$23,081,311	\$31,651,282	\$31,651,282
Programs					
Portland Children's Levy	0	0	14,764,846	24,429,138	24,429,138
Total Programs	\$0	\$0	\$14,764,846	\$24,429,138	\$24,429,138

Class	Title	Salary Range		Revised FY 2018-19		Requested No DP FY 2019-20		Requested FY 2019-20	
		Minimum	Maximum	No.	Amount	No.	Amount	No.	Amount
30003007	Analyst II	63,336	105,373	1.00	104,790	1.00	104,790	1.00	104,790
30003008	Analyst III	69,805	126,318	1.00	116,938	1.00	116,938	1.00	116,938
30003027	Coordinator I - NE	48,277	89,523	0.93	75,183	0.93	75,183	0.93	75,183
TOTAL FULL-TIME POSITIONS				2.92	296,911	2.92	296,911	2.92	296,911
30003007	Analyst II	63,336	105,373	0.80	83,673	0.80	83,673	0.80	83,673
30003055	Financial Analyst II	63,336	105,373	0.80	79,848	0.80	79,848	0.80	79,848
30003097	Public Information Officer	63,336	105,373	0.63	65,858	0.63	65,858	0.63	65,858
TOTAL PART-TIME POSITIONS				2.23	229,379	2.23	229,379	2.23	229,379
TOTAL LIMITED TERM POSITIONS				0.00	0	0.00	0	0.00	0
GRAND TOTAL				5.15	526,290	5.15	526,290	5.15	526,290



	Actual FY 2016-17	Actual FY 2017-18	Revised FY 2018-19	Requested No DP FY 2019-20	Requested FY 2019-20	Proposed FY 2019-20
Resources						
Taxes	17,797,204	19,470,531	21,023,311	22,001,560	22,001,560	
Miscellaneous	112,168	195,154	0	0	0	
Total External Revenues	17,909,372	19,665,685	21,023,311	22,001,560	22,001,560	
Total Internal Revenues	0	0	0	0	0	
Beginning Fund Balance	4,400,514	7,024,767	7,375,000	9,649,722	9,649,722	
Total Resources	22,309,886	26,690,452	28,398,311	31,651,282	31,651,282	
Requirements						
Personnel Services	554,581	624,624	682,243	786,440	786,440	
External Materials and Services	14,645,927	17,144,074	19,333,270	23,589,456	23,589,456	
Internal Materials and Services	59,612	63,424	58,001	53,242	53,242	
Total Bureau Expenditures	15,260,119	17,832,122	20,073,514	24,429,138	24,429,138	
Contingency	0	0	8,299,797	7,197,144	7,197,144	
Fund Transfers - Expense	25,000	25,000	25,000	25,000	25,000	
Total Fund Expenditures	25,000	25,000	8,324,797	7,222,144	7,222,144	
Ending Fund Balance	7,024,767	8,833,331	0	0	0	
Total Requirements	22,309,886	26,690,453	28,398,311	31,651,282	31,651,282	

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.

Significant Changes from Prior Year

Revenues from the Portland Children's Levy are projected to increase in FY 2019-20 due to continued rising property tax revenues, growing by an estimated \$978,000 or 4.7% from the FY 2018-19 Revised Budget.



Investing in Children

Program Description & Goals

The purpose of the Portland Children's Levy is to prevent childhood hunger, to help children arrive at school ready to learn, to provide safe and constructive after-school alternatives for students, to prevent child abuse and neglect, and to help children in foster care succeed.

Measure Title	PM 2016-17 Actuals	PM 2017-18 Actuals	PM 2018-19 YTD Actual	PM 2019-20 Target	Strategic Target
Number of children served	11,500	12,000	12,000	12,000	12,000
Number of administrative cost audits	1	1	1	1	1
Number of grant contracts managed	69	74	74	70	70

Explanation of Services

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, and is estimated to provide \$22 million in FY 2019-20. The Children's Investment Fund is projected to have a fund balance of \$9.6 million on July 1, 2019. Funding categories as provided in the ballot measure language 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 awards 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 appointed by the Mayor, and two members appointed by City Council and the County Commission respectively. 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 FY 2017-18, the allocation committee chose 74 grants to fund for two years, beginning July 1, 2017. The total of these grants is \$36.4 million. Grant budgets for FY 2018-19 total \$19 million. In the spring of 2019, the Children's Levy Allocation Committee will make decisions concerning the renewal of existing grants for an additional year beginning July 1, 2019. These funding recommendations will be submitted to City Council for review.

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 are retained in programming. This data is reported annually. Data from 2017-18 shows that 70% of the children served in PCL funded programs were of color, and that children of color were successfully retained in programs in which they enrolled. This data has been consistent for the past four fiscal years.

Changes to Program

Services and activities for the Children's Levy are substantially similar to those in prior years.

Program Budget

	2016-17 Actuals	2017-18 Actuals	2019 Revised Budget	2019-20 Request - V52 -No DP
Bureau Expense				
External Materials and Services	0	0	14,225,000	23,450,000
Sum:	0	0	14,225,000	23,450,000

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 \$22 million in FY 2019-20. The Children's Investment Fund is projected to have a fund balance of \$9.6 million on July 1, 2019

Expenses: The Children's Levy is budgeting \$23,450,000 for program expenditures in FY 2019-20. The Children's Levy plans to spend up to \$1,040,295 to administer the fund in FY 2019-20; this figure is 4.25% of budgeted expenditures for the fiscal year.

Staffing: The Children's Levy employs 6 individuals who work 5.15 FTE. The Levy is led by the Director and Assistant Director who also serve as Grant Managers. One additional Grant Manager works for the Levy. The Levy also employs a Communications and Outreach Coordinator; Communications and Outreach Director and a Financial Analyst.

Assets and Liabilities: The Children's Levy is projected to begin FY 2019-20 with a fund balance of \$9.6 million. The Levy has no liabilities.

Program Information

Bureau: Portland Children's Levy **Program Contact:** Lisa Pellegrino
Website: www.portlandchildrenslevy.org **Contact Phone** 503.823.2939

Form Header Org	Program	Program Description & Goals	Length	Explanation of Services Length	Changes to Program Length	Resources Length	Expenses Length	Staffing Length	Assets and Liabilities Length	Equity Impacts Length
CL	CDCIIC		281	1,677	98	261	241	325	118	922

City of Portland
Portland Children's Levy
Performance Measures

Run Date: 1/25/19
Run Time: 10:18:54 AM

Performance Measure	KPM	Measure Type Name	FY 2016-17 Actuals	FY 2017-18 Actuals	FY 2018-19 YTD Actuals	FY 2019-20 Target	Strategic Target
PA_0001 Admin cost as percent of tax revenue	NA	EFFICIENCY	5%	5%	5%	5%	5%
PA_0002 Number of children served	NA	OUTPUT	11,500	12,000	12,000	12,000	12,000
PA_0003 Number of administrative cost audits	NA	WORKLOAD	1	1	1	1	1
PA_0004 Number of grant contracts managed	NA	WORKLOAD	69	74	74	70	70

CL - 216-Children Investment- Financial Plan

Plan Overview

The Children's Levy was renewed by Portland voters in May 2018 for an additional 5 years, beginning July 1, 2019. This financial plan includes property tax revenue estimates through FY 2023-24 provided by the City Economist in January 2019. Expenditure estimates are shown at the major object category level.

Revenue Assumptions

City Economist provided revenue projections in January 2019.

Revenue Risks to Forecast

Revenues are based on property taxes. Risks to property tax levels would affect Children's Levy revenues.

Expenditure Assumptions

Personnel levels assumed to be similar to current levels, increased total by 5% per year. Materials & Services expenditure estimates increased by 10% per year. Grant funds increased by \$500,000 per year for years 2 and 3, then by \$1,000,000 per year for years 4 and 5.

Expend Risks to Forecast

The Children's Levy Allocation Committee makes recommendations to Portland City Council for grant funding amounts. No funding decisions have been made for FY 2019-20 or any later time period. Funding decisions on grant renewals and funding levels will be made in March 2019.

Financial Plan

Major Object Name	Cy Estimate	2020	2021	2022	2023	2024
Beginning Fund Balance	8,736,292	0	0	0	0	0
Taxes	21,023,311	22,001,560	22,998,294	23,973,916	24,984,495	25,754,094

Financial Plan

Major Object Name	Cy Estimate	2020	2021	2022	2023	2024
Contingency	0	21,548	14,623	14,623	14,622	14,622
External Materials and Services	19,328,014	23,592,500	24,103,402	24,618,742	25,635,616	26,654,178
Fund Transfers - Expense	25,000	25,000	25,000	25,000	25,000	25,000
Internal Materials and Services	49,771	54,743	58,566	64,423	70,865	77,952
Personnel	697,616	748,877	808,946	849,394	891,863	936,456

Budget Equity Assessment Tool

CITY POLICY

This Budget Equity Assessment Tool is a general set of questions to guide City bureaus and their Budget Advisory Committees in providing a holistic assessment of how equity is prioritized and addressed within bureau budgets. This analysis will also hopefully highlight opportunities to implement changes, both in the short- and long-term, to help meet bureau and City equity goals.

This is the fifth year of the City of Portland Budget Equity Assessment Tool, as first envisioned in the Portland Plan. The goals are to:

- Use an asset management approach to achieve more equitable service levels across communities and geographies.
- Track and report on service levels and investments by community and geography, including expanding the budget mapping process
- Assess the equity and social impacts of budget requests to ensure programs, projects and other investments to help reduce disparities and promote service level equity, improve participation and support leadership development.
- Identify whether budget requests advance equity, represent a strategic change to improve efficiency and service levels and/or are needed to provide for basic public welfare, health and/or meet all applicable national and state regulatory standards.

It is the policy of the City of Portland that no person shall be denied the benefits of, or be subjected to, discrimination in any City program, service, or activity on the grounds of race, color, national origin, English proficiency, sex, age, disability, religion, sexual orientation, gender identity, or source of income. Additionally, the City's Civil Rights Title VI program guidelines obligate public entities to develop systems and procedures that guard against or proactively prevent discrimination, while simultaneously ensuring equitable impacts on all persons. Therefore, City bureaus may find this tool helpful when evaluating equitable impacts on all residents.

The Office of Equity and Human Rights is also available for discussion/training/consultation regarding the use of this document.

In compliance with Civil Rights laws, it is the policy of the City of Portland that no person shall be excluded from participation in, denied the benefits of, or be subjected to discrimination in any City program, service, or activity on the grounds of race, color, national origin, or disability. To request accommodations, translation and/or interpretation, to file complaints, or for additional information or services, please contact us at 503-823-4433, City TTY 503-823-6868, or Oregon Relay Service: 711.

Introduction

The FY 2019-20 budget development process includes a number of significant changes, in particular the transition to Program Offer budgeting. The Program Offer template is intended to provide a clear, concise description of bureau budgeted programs at the 6-digit functional area level. The template includes both general guiding questions to help bureaus use an equity lens when writing program descriptions, as well as a dedicated section within the template to provide equity information specific to that program. Bureaus will also be expected to identify equity impacts in any decision packages resulting from a Council Direction to Develop.

The Budget Equity Tool will continue to serve as a guide for more robust equity analysis. In your responses below, please consider your Requested Budget as a whole.

SECTION 1: BUREAU OPERATIONS

1. How does your Requested Budget advance your achievement of equity goals as outlined in your bureau's Racial Equity Plan?

The Portland Children's Levy (PCL) has just transitioned from being housed in a Commissioner's Office to a separate bureau (November 2018) and has not yet completed a Racial Equity Plan. The Levy's annual budget flows from decisions made to fund multi-year grants in 2014, renewal of those grants in 2017 and a limited grant round for additional after-school program funding in 2017.

The 2014 funding application was designed using an equity lens. Prior to making multi-year grant awards, PCL consulted with many stakeholder groups, including the Office of Equity, to design the funding process, and to create funding priorities and strategies that respond to community need. Methods of public input included a brief online survey (500 respondents); stakeholder and community group meetings (39 groups consulted, attended by over 300 people); and open public meetings (3 meetings attended by over 100 people). The funding application was designed to maximize equity by setting a goal of at least 30% of resources invested in culturally specific services, increasing investment in East Portland, and setting high standards for cultural responsiveness by requiring all successful applicants to earn a minimum score for cultural responsiveness. Additional points were given to applicants who successfully demonstrated that services to be offered with PCL funding would be culturally specific, and for applicants delivering services to children and youth residing or going to school in East Portland.

PCL monitors the percentage of investments in culturally specific services, and in programs providing services to children living or going to school in East Portland. PCL 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), and that these children and youth are retained in programming. This data is reported annually. In 2017-18 33% of PCL resources

were invested in culturally specific services, and 46.2% of children served lived or went to school East of 82nd Avenue. Data for the past 4 fiscal years shows that 70% of children served in PCL funded programming were children of color, and that children of color were retained in services at the same rate they enrolled. PCL anticipates similar results in 2018-19 since no significant changes to grants were made in the interim.

2. Are there deficiencies in your base budget that inhibit your bureau's achievement of equity or the goals outlined in your Racial Equity Plan?

As noted above, PCL does not yet have a Racial Equity Plan. The Levy is currently in the process of creating an Affirmative Action Plan in accordance with City requirements.

Please take a look at the City of Portland's workforce demographic dashboard: <https://www.portlandoregon.gov/oehr/article/595121>. How does your bureau's Requested Budget support employee equity in hiring, retention, and inclusion, particularly for communities of color and people with disabilities?

After being housed in a Commissioner's office since its inception, PCL has recently (November 2018) transitioned to a separate administrative entity. PCL has just submitted its first Affirmative Action Plan that outlines 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, 66% of whom are part-time employees. All current PCL staff identify as white, 66% identify as female and 33% identify as male.

PCL is subject to a 5% administrative cap under authorizing legislation and all staff costs are charged against this limit. The requested budget does not include any additional staff positions. PCL is in the planning phase for a competitive funding round to be carried out in 2019-20. The planning phase includes community engagement to identify community needs, priorities and preferred strategies, and a qualitative study on the process used to fund programs. Depending on the results of these processes, an additional employee(s) may be needed to carry out recommended changes to the funding process. If that is the case, the budget will have to be modified to support a new position(s).

Five of six PCL staff have been employed in their positions for more than 10 years and in the course of employment have taken numerous trainings on diversity, equity and inclusion offered through the city and by outside partners. All but the most recently hired staff participated in the Uniting to Understand Racism dialogues and have regularly attended the annual city/county diversity and equity conference. In 2016-17, PCL staff participated with other local funders 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. PCL's current affirmative action plan requires the following:

- All PCL staff take at least one advanced training on racial equity/inclusion during the calendar year including trainings offered by the Center for Equity and Inclusion, Resolutions NW and City of Portland offerings.
- All staff continue to attend City/County annual diversity conference.
- Director and Assistant Director attend City's Reasonable Accommodation training.
- All PCL staff attend at least one DEEP/city sponsored event.

- Participate in Health Share’s Anti-Racist, Trauma Informed Organizational Change workgroup with system partner agencies.

3. How does your bureau use quantitative and qualitative data to track program access and service outcomes for different populations?

PCL 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 are retained in programming. This data is reported annually. Data from 2017-18 shows that 70% of the children served in PCL funded programs were of color, and that children of color were successfully retained in programs in which they enrolled. This data has been consistent for the past four fiscal years.

PCL funds 74 different programs in 6 different program areas. With the exception of hunger relief efforts whether the presumed outcome is reduction of hunger and food insecurity, each program has outcome goals that specifically relate to the interventions grantees are obligated to deliver in the grant agreement. Outcome data is not disaggregated by race/ethnicity for a variety of reasons including small sample sizes at the program level; however, the past four years of data have shown that 70% of the participants enrolled in PCL funded programs are of color, more than 70% of those retained in programs long enough to be measured for proximal outcomes were of color, and an average of 81.2% of outcome goals were met. A sample of outcome data reported in PCL’s annual data report for 2017-18 is as follows:

- Early Childhood: 88.6% of children met age appropriate developmental milestones; 96.6% of parents/caregivers demonstrated or improved positive parenting practices.
- Child Abuse Prevention/Intervention: 100% of children met therapeutic intervention outcomes; 85.5% of parents/caregivers met parenting outcomes.
- Foster Care: 90.3% of children and youth met academic outcomes; 88.6% of youth increased life skills for transition to adulthood.
- After-School: 86.6% of participants attended at least 90% of school days; 93.9% had no suspensions or expulsions during the school year.
- Mentoring: 95.9% of youth demonstrated or increased positive engagement in school; 87.5% had no suspensions or expulsions during the school year.

4. How did you consider the impacts on underserved communities in the development of your budget?

As discussed above, community needs are assessed as part of the grant funding process and grants made in accordance with identified priorities and strategies. For the first time, PCL has hired a consultant to assist with community engagement. The firm hired is led by people of color and is focused on broadening engagement and input to amplify voices of parents and youth of color, immigrants and refugees, parents and youth with disabilities, LGBTQ parents and youth, and to reach populations in the language they prefer to speak. The firm is compensating participants for the time spent completing surveys and participating in focus groups and is providing translation and interpretation as well as hosting two focus groups in Spanish. The results of this process will drive

PCL's investments in the next competitive funding round. PCL has allocated substantial staff time to working with the community engagement team throughout the process to develop the plan, assure representative participation in the process, and development of themes and recommendations.

5. Have you made any significant realignments or changes to your bureau's budget? If so, how/do these changes impact the community? Is this different for communities of color and/or people with disabilities?

We have not made any significant realignments or changes to the bureau's budget.

6. If your bureau has capital assets, how does your Requested Budget take into consideration intergenerational equity (ensuring that those who are currently benefiting from the service are paying for its upkeep versus placing the financial burden on future generations)?

PCL does not have capital assets.

7. If applicable, how is funding being prioritized to meet obligations related to Title II of the Americans with Disabilities Act and the [bureau's Transition Plan barrier removal schedule](#)?

Not applicable.

8. If applicable, how does your bureau's budget create contracting opportunities for disadvantaged, minority, women, and emerging small businesses (D/M/W/ESB)?

PCL contracts for a range of professional services including quality assessment and improvement assistance and training for grantees, community engagement, grant-making process improvement assessment, independent financial audit, communications (web site, design, annual community report), and evaluation expertise. Of the 10 current contracts PCL has for these types of services, 6 are with D/M/W/ESB entities, and 4 are with other governments and non-profit entities (e.g. PSU, Education NW, Oregon Community Foundation). PCL also contracts with Volunteers of America, a non-profit entity, to cater food at trainings and other grantee meetings.

9. If your bureau has dedicated equity staff, such as an Equity Manager, how were they involved in developing your bureau's Requested Budget?

As discussed above, PCL has 6 staff people representing approximately 5 FTE. All staff costs are charged against the 5% administrative limit imposed by the ballot language. Given the small staff size, all staff are required to work on equity and to assure that equity is operationalized in all ways that PCL expends resources and conducts business. These efforts include:

- Community engagement: how it is done and by whom (see above for details);
- Elevating input from community in creation of funding priorities and strategies;
- Grantmaking process: PSU currently engaged in qualitative research project to assess process used in past from an equity perspective and recommend improvements;
- Funding application prioritizes services to marginalized populations, culturally specific services and serving high poverty areas of the city;
- Ongoing monitoring of programming to assure goals are reached (see annual PCL report on investment goals, demographics and service results);

- Ongoing outreach and communications to support and amplify efforts of funded programs and other community efforts;
- Providing professional development, technical assistance and continuous improvement coaching to staff of funded organizations to improve cultural responsiveness;
- Partnering with other organizations to improve systems that serve children and their families (e.g. development of a Community Education Worker training/certification using the Community Health Worker model; development of alternate pathways and revisions to current childcare worker training requirements to provide more training in different languages and develop more trainers and mentors of color).

SECTION TWO: EQUITABLE ENGAGEMENT AND ACCESS

10. What funding have you allocated in your bureau's budget to meet the requirements of ADA (Americans with Disabilities Act) Title II and Civil Rights Title VI? This includes but is not limited to:

- Funding for translation, interpretation, video captioning, and other accommodations
- Translation of essential documents into safe harbor languages

The Children's Levy does not provide services directly to the public. Grantees can and do use Levy grant funding to pay for any/all of these services in order to appropriately serve children and families. The Levy provides translation/interpretation for testimony at public meetings as requested, and provides translation and interpretation related to community engagement processes as needed.

11. How have community members engaged with your requested budget, including this tool? As discussed above, the Children's Levy conducted an extensive public input process prior to making funding decisions. After funding decisions are made, the Children's Levy continues to work with grantees to assure that communities most impacted by inequities are being reached, are successfully engaged in services, and achieve positive outcomes. Data for the past 4 fiscal years of the current Levy authorization shows PCL programs have accomplished these aims.

12. How does this budget build the bureau's capacity to engage with and include communities most impacted by inequities? (e.g., improved leadership opportunities, advisory committees, commissions, targeted community meetings, stakeholder groups, increased outreach, etc.)

The Children's Levy seeks to provide services and supports to traditionally underserved children and families who face systemic barriers to family stability and academic achievement. Funded grantees regularly consult with and involve the communities they serve in various aspects of program design and delivery. The Levy supports these grantee efforts through program funding, and through quality improvement supports (training/consulting) that provide additional resources for engaging communities served.

13. How does this budget build community capacity and power in communities most impacted by inequities? (e.g., improved leadership opportunities within BAC, community meetings, stakeholder groups, increased outreach, etc.)

95% of the Children's Levy budget is devoted to providing access to services and supports for traditionally underserved populations. Grantees of the Levy provide an array of services for children and families, many of which include leadership opportunities for parents and youth, and opportunities to participate in advisory groups related to the type of services delivered (e.g. Head Start parents participate in parent council for individual Head Start service provider). All Levy grantees conduct substantial outreach to underserved communities and build community engagement and feedback into program design and improvement practices. Grantees are required to include descriptions of these efforts in their applications, and grants are monitored for ongoing implementation fidelity.

Identifying Impacts Worksheet

Please use the following chart to name the potential burdens and benefits.

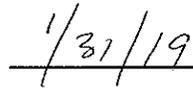
Populations Impacted	Potential Positive Impacts	Potential Negative Impacts
Latino Population	Access to hunger relief, mentoring, after-school, early childhood, child abuse prevention/intervention and foster care programming. Culturally specific services through Latino Network, Hacienda CDC, IRCO, Morrison Child and Family Center (Listos Para Aprender), and Catholic Charities (El Programa Espana).	None
African-American Population	Access to hunger relief, mentoring, after-school, early childhood, child abuse prevention/intervention and foster care programming. Culturally specific services through SEI, Albina Head Start, Portland Opportunities Industrialization Center, REAP, KairosPDX, and Volunteers of America (Relief Nursery).	None
Native American Population	Access to hunger relief, mentoring, after-school, early childhood, child abuse prevention/intervention and foster care programming. Culturally specific services through grants in 4 of 6 program areas to Native American Youth and Family Center.	None
Immigrant and Refugee Population	Access to hunger relief, mentoring, after-school, early childhood, child abuse prevention/intervention and foster care	None

	programming. Culturally specific services through IRCO in all program areas.	
Children with disabilities and developmental delays	Access to all funded services including home visiting, Head Start/OPK services in early childhood that include assessment and referral; after-school and mentoring services, relief nurseries, and supportive services for foster youth with disabilities.	None.
Low income children and families.	Access to no-cost services including nutritious food, preschool, after-school activities, mentoring, supports for entry into post-secondary education and transition to adulthood.	None.

Staff Contact – John Kelly



 Lisa Pellegrino, Director



 Date

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