

# Agenda



**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

Meeting: Nature in Neighborhoods Capital Grants Pilot Program Design and Review  
Committee Meeting #5  
Date: Wednesday, March 2, 2022  
Time: 4:30 p.m. to 6:30 p.m.  
Place: Zoom  
Purpose: Guidebook development  
Outcome(s): Develop the program Guidebook: Proposal Development and Community Vote

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- 4:30 p.m. Welcome (*JLA*)
- 4:40 p.m. Review and finalize Idea Collection Goals and Principles
- 5 p.m. Review and refine Proposal Development/Matchmaking (*PBO*)
- 5:30 p.m. *Break*
- 5:40 p.m. Presentation: Community Vote (*Metro*)
- Bond Project Criteria
  - Limits and possibilities
  - Legal requirements and constraints
  - Approval Process (Community Vote → Committee Recommendation → Council Approval)
- 5:50 p.m. Discuss and outline Community Vote and Project Selection (*PBO*)
- Voter eligibility
  - Process goals, priorities and criteria
  - Outreach
  - Project Selection criteria and process (Community Vote → Committee recommendation → Metro Council decision)
- 6:20 p.m. Next steps
- 6:30 p.m. Meeting adjourned



# Memo



**Metro**

600 NE Grand Ave.  
Portland, OR 97232-2736

Date: Thursday, February 10, 2022  
To: Nature in Neighborhoods Capital Grants Pilot – Program Design and Review Committee  
From: Capital Grants Pilot team  
Subject: Options for consideration: Community Vote

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## Purpose

The purpose of this memo is to outline potential options of ways to conduct a community vote of the Nature in Neighborhoods Capital Grants Pilot. The Program Design and Review Committee represents the community and clearly details the process steps<sup>i</sup>. After the community vote, the Program Design and Review Committee will recommend the projects for funding to the Metro Council. The Metro Council will make all grant awards.<sup>ii</sup>

Below is an outline of some potential options to consider for the community vote.

## Process

### What is a community vote?

The community vote is the step in the process in which all eligible members of the public, as determined by the Program Design and Review Committee and outlined in the Guidebook, vote on which projects they would like to see implemented.<sup>iii</sup>

Voting often takes place both in person through *Project Expos* and online voting through *digital participation*, or *Civic Tech*, platforms. Oftentimes, there is a printed ballot that has been translated into multiple languages. In addition to events, there is the possibility of conducting mobile voting by taking ballot boxes to other community events, or by placing ballot boxes in publicly accessible locations (e.g. libraries, schools).<sup>1</sup>

### What is the process of Capital Grants Pilot review and award of projects?

Metro is constrained by the legal and fiscal constraints around the use of Parks and Nature Bond funding. Please refer to previous memos to the Program Design and Review Committee regarding the purpose, principles and criteria; roles and responsibilities of the committee; idea collection; and project development.

The Program Design and Review committee, staffed by Metro, will ... review all projects and make funding recommendations to the Metro Council. *For example, after the community vote has occurred, the review committee could consider the grant awards based on the outcomes of the community vote.*<sup>iv</sup>

The Metro Council will make all grant awards.<sup>v</sup> *For example, after the community vote has occurred, Metro Council could consider the committee's funding recommendation, which will include consideration of the bond criteria and the outcomes of the community vote and make the grant award based on that outcome.*<sup>vi</sup>

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<sup>1</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.



## Considerations for Committee Engagement & Participation

- How could the Capital Grants Pilot maximize engagement, especially for target communities? (E.g. address language concerns, work with community based organizations)
- Who is eligible to vote? (E.g. Age, Geography aligned with project geography)
- How is eligibility determined or verified? (E.g. ID or documentation, Preventing multiple votes, Balancing online and in-person voting)
- How does the Capital Grants Pilot distribute voting among community locations and resources?

## Community Vote Structure

- Where does voting occur?
- What are the kind of events?
- How many events would occur?
- How does the Capital Grants Pilot balance online and in-person voting?
- Is the voting organized by geography or community?
- Does the vote used a method of ranked choice, single vote, or multiple equal votes?
- Does the vote occur using a single funding pot for projects or multiple categories? (E.g. small and large projects, type of projects)



## Voting methods

### Vote in person

In-person voting allows community members to interact with project presentations and each other, making the vote more of a community event. In the United States, Durham, Cambridge, Chicago and Vallejo have participatory budgeting process which include in-person voting. In South America where internet access is less ubiquitous, in-person voting is commonly used, such as to implement the Peace Accords in rural counties in Guatemala.

Voting in-person often occurs at an event (e.g. *Project Expos*, community workshop). Oftentimes, there is a printed ballot that has been translated into multiple languages.<sup>2</sup> In addition to events, there is the possibility of conducting mobile voting by taking ballot boxes to other community events, or by placing ballot boxes in publicly accessible locations (e.g. libraries, schools).<sup>3</sup>

Examples of potential voting methods include paper ballots, which can be distributed more widely, mailed, or made available in multiple locations. In Guatemala, participatory budgeting voting used beans in a jar or envelope, which was designed as a low cost and widely available option for single-location, single-day events. In Greensboro, the digital ballots were loaded onto tablets or laptops for community workshops.

In-person voting offers a level of transparency, depending on method, that can be difficult to replicate with an online platform. Community events around voting allow community interaction and access to tangible presentations. These events are often more accessible for people without reliable internet access or familiarity. The events allow community members to learn directly from the subcommittee (Budget Delegates), potentially increasing trust and the credibility of the process.

In-person voting is less accessible for people with limited mobility or lack of access to transportation. These events require a significant amount of staff and community members' time and capacity, in comparison to virtual events. During the 2020-2022 due to the COVID-19 pandemic, in-person events for voting were mostly cancelled due to public health concerns, social distancing and masking guidelines, restrictions on social gathering, and lockdowns.

### Vote online

Online voting is standard in North American participatory budgeting programs, using a variety of platforms and methods. It can, and often is, combined with in-person project presentations or displays in community spaces.

Digital participation platforms, sometimes called Civic Tech Platforms, allow community members to participate in each step of the process digitally. Additionally, they allow people to view the progress on projects after the vote, throughout the *Implementation* step.<sup>4</sup>

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<sup>2</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.

<sup>3</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.

<sup>4</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.



In 2022, Participatory Budgeting Project released a [website](#)<sup>vii</sup>, [report](#)<sup>viii</sup>, and [matrix](#)<sup>ix</sup> of digital participation platforms. Examples of digital participation platforms include [Decidim](#)<sup>5</sup>, [Citizenlab](#)<sup>6</sup>, [PB Stanford](#)<sup>7</sup>, and Oregon Kitchen Table<sup>8</sup>.

The [PB Stanford](#)<sup>9</sup> website offers examples of 2016 voting ballots used in [Greensboro](#)<sup>x</sup> and 2015 voting ballots and list of community voting events in [Boston](#)<sup>xi</sup>, both of which used a combination of in-person and online voting those years. Greensboro used only on-line voting in 2021.<sup>xii</sup>

Using digital participation platforms allows for straightforward implementation a straightforward implementation and a simple single contract with the online provider. These provide accessibility for people with limited mobility or lack of transportation. During the 2020-2022 due to the COVID-19 pandemic, these digital participation platforms have allowed for voting to continue despite public health concerns, social distancing and masking guidelines, restrictions on social gathering, and lockdowns.

Digital participation platforms are perhaps less transparent during the actual voting. The community discussion and interaction is diminished, unless paired with online or in-person community presentations or events. Using an online platform is less accessible for people without reliable internet access or familiarity, sometimes referred to as the digital divide.

## Case studies

*New York City*<sup>10</sup>: New York is the most prominent and one of the longest running US-based examples of participatory budgeting. New York councilors contribute between \$1-2 million for their district to participate each year. New York uses an accessible online platform and in-person voting. New York demonstrates how participatory budgeting can become institutionalized within government processes.<sup>11</sup>

*Your Voice, Your Vote (Seattle PB)*<sup>12</sup> was a parks and streets focused participatory budgeting process from 2017 - 2019. Similarly, Your voice, your choice focused on parks and comparable funding. To engage the public, it used CitizenLab. However, some critiques on the lack of grassroots support and supporting projects that represent the needs of more privileged or affluent community members.

## Glossary - Participatory Budgeting Oregon<sup>13</sup>

**Participatory Budgeting (PB):** Participatory Budgeting is a deliberative democratic process where ordinary community members design and vote on projects using a portion of a public budget.

### Vote on proposals

**Voting:** The community vote is the step in the process in which all eligible members of the public, as determined by the Program Design and Review Committee (*Steering Committee*) and outlined in the Guidebook (*Rulebook*), vote on which projects they would like to see implemented. Voting often takes place both in person through *Project Expos* and online voting through *Civic Tech* platforms. Oftentimes,

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<sup>5</sup> <https://decidim.org/>

<sup>6</sup> <https://www.citizenlab.co/>

<sup>7</sup> <https://pbstanford.org/>

<sup>8</sup> <https://www.oregonskitchentable.org/>

<sup>9</sup> <https://pbstanford.org/>

<sup>10</sup> <http://ideas.pbnyc.org/page/about>

<sup>11</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.

<sup>12</sup> <https://www.seattle.gov/neighborhoods/programs-and-services/your-voice-your-choice>

<sup>13</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.



there is a printed ballot that has been translated into multiple languages. In addition to events, there is the possibility of conducting mobile voting by taking ballot boxes to other community events, or by placing ballot boxes in publicly accessible locations (e.g. libraries, schools).<sup>14</sup>

**Civic Tech Platforms:** Online platforms developed by organizations such as [Decidim](#), [Citizenlab](#), or [PB Stanford](#) that allow community members to participate in each step of the process digitally. Additionally, they allow people to view the progress on projects after the vote, throughout the *Implementation* step.

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<sup>i</sup> Graphic, Participatory Budgeting Oregon.

<sup>ii</sup> Resolution No. 19-4988, Exhibit D.

<sup>iii</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.

<sup>iv</sup> Memo, Legal Guidance, Capital Grants Pilot, Metro, August 24, 2021.

<sup>v</sup> Resolution No. 19-4988, Exhibit D.

<sup>vi</sup> Memo, Legal Guidance, Capital Grants Pilot, Metro, August 24, 2021.

<sup>vii</sup> <https://www.peoplepowered.org/digital-guide-home>

<sup>viii</sup> <https://drive.google.com/file/d/1ggiswi5zgyFCMR7JzzLfRbM8dZH4cpff/view>

<sup>ix</sup> <https://airtable.com/shrxxpcHHnMc1xZSx/tblELFP9tGX07UZDo>

<sup>x</sup> [https://pbstanford.org/greensboro1\\_2016/approval](https://pbstanford.org/greensboro1_2016/approval)

<sup>xi</sup> <https://pbstanford.org/boston15>

<sup>xii</sup> Informational Interview, Greensboro Participatory Budgeting, Metro, February 2022.

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<sup>14</sup> Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.





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# Nature in Neighborhoods Capital Grants Pilot

March 2022

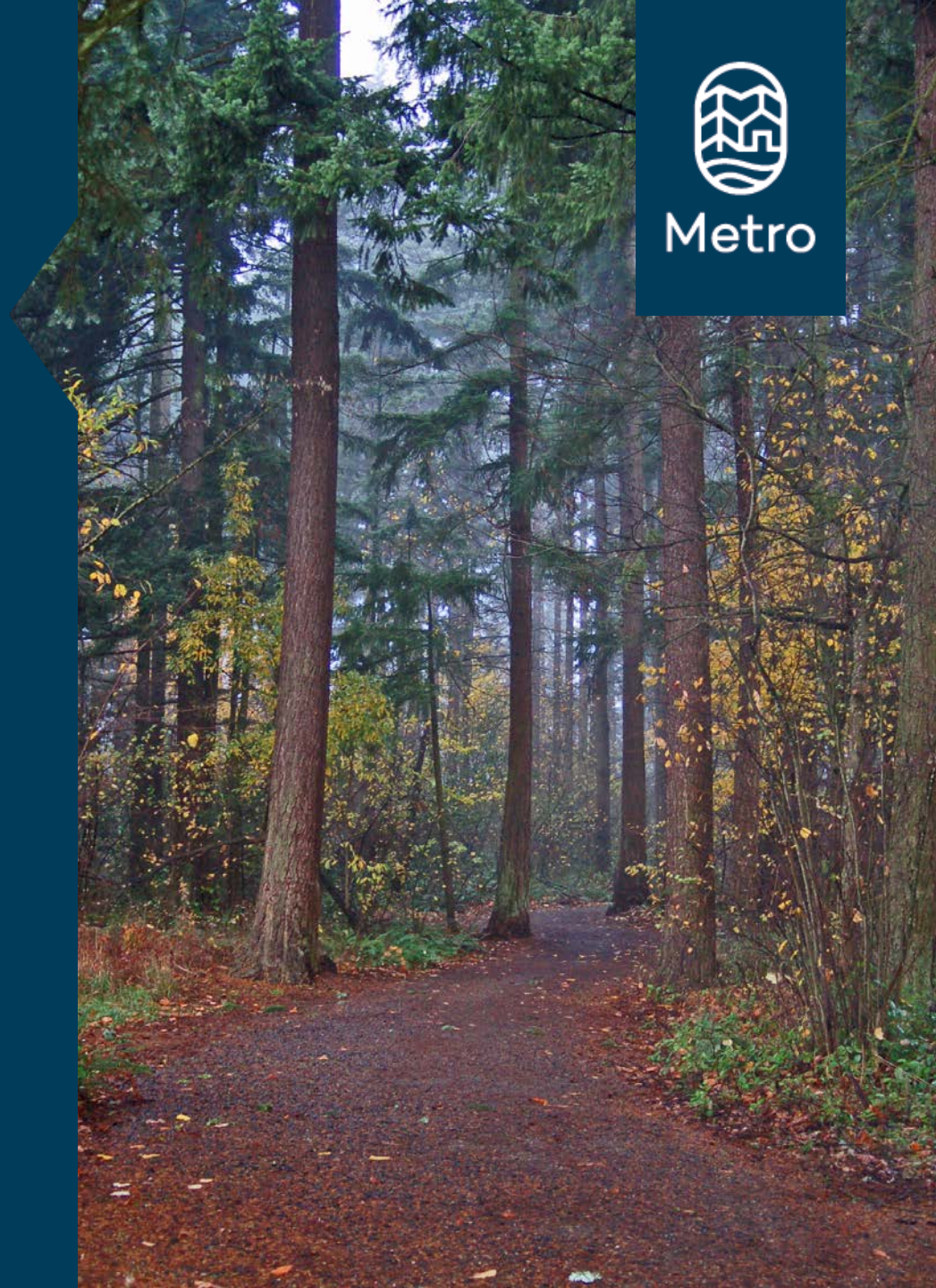


# Nature in Neighborhoods Capital Grants

## Develop Proposals



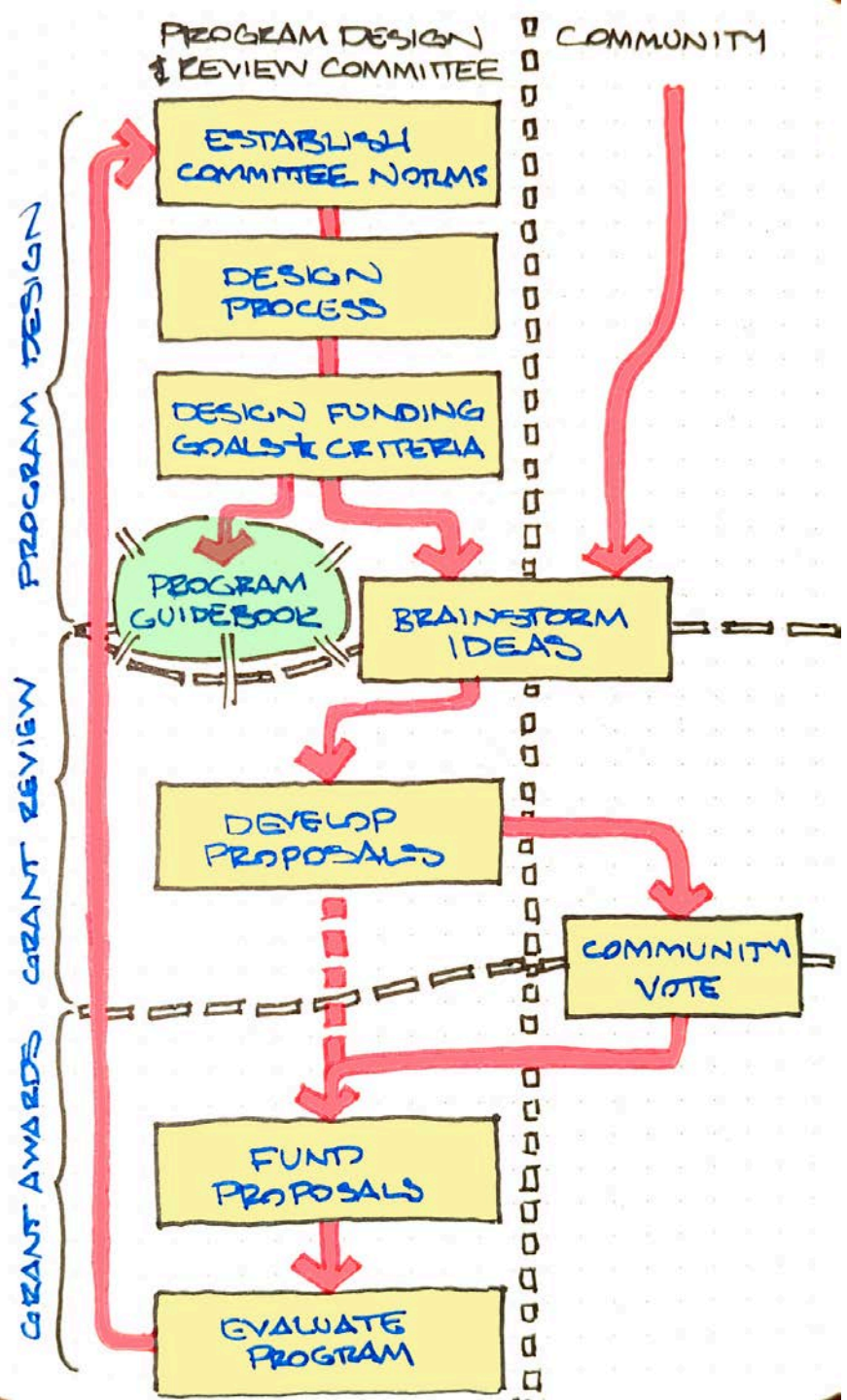
Metro





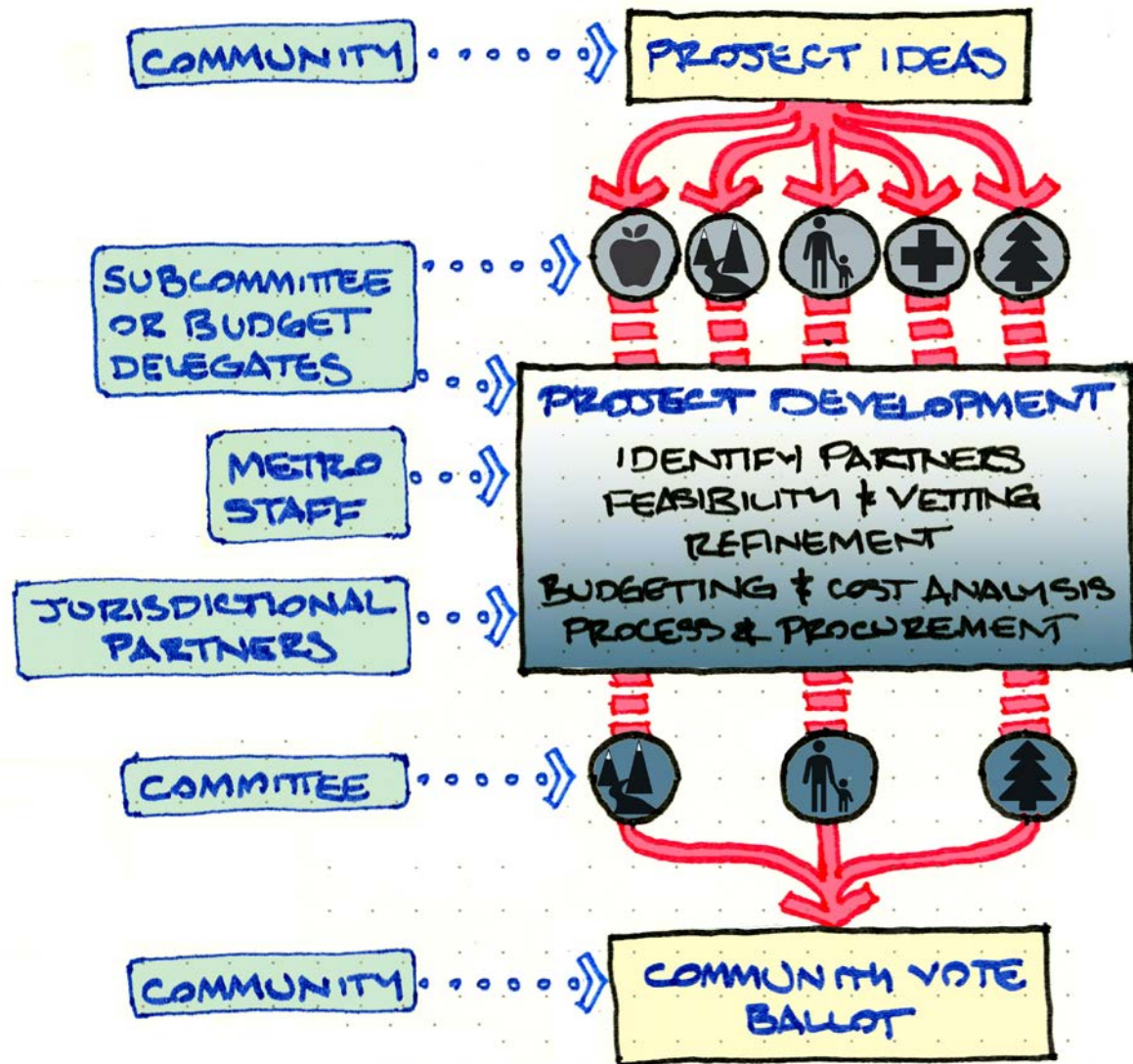
Design process →

Develop  
proposals →





# Project Development Workflow





# Review: Capital Projects

## Capital Grants can only be used to fund capital projects.

- Projects must demonstrate strong partnerships between community-based organizations and public (non-federal) agencies.
- Owned by the public and capitalized by a non-federal public entity
- Expenses must be a capital expense
  - land acquisition, design, planning and construction
  - Administrative costs
  - Capital costs
  - Direct project costs





# Review: Committee Role in Project Development



## Partnerships

- How does the Capital Grants Pilot foster partnerships between government agencies and community organizations?
- Could community based organizations help support the PN Bond meaningful community engagement and racial equity goals?





# Review: Funding Challenge for Project Development



- Project development is a fundamental stage of participatory budgeting processes.
- However, the Oregon Constitution and the 2019 Bond do not allow Bond funding to be spent on project development, as such spending may not result in a capital asset (if the project is ultimately not funded).
- Open Questions
  - Where will this funding come from?
  - How does the funding source affect the project development process?





# Review: Committee role in grant application



## Grant application

The grant committee will:

- Review application materials and processes to reduce barriers for communities of color and other historically marginalized communities to apply with strong proposals.
- Evaluate applications for funding to determine whether they meet the Nature in Neighborhoods capital grants program criteria and whether the applicants and their partners have the capacity to implement their project as described and fiscal accountability.
- Offer suggestions to strengthen applications.



# Nature in Neighborhoods Capital Grants

## Community Vote



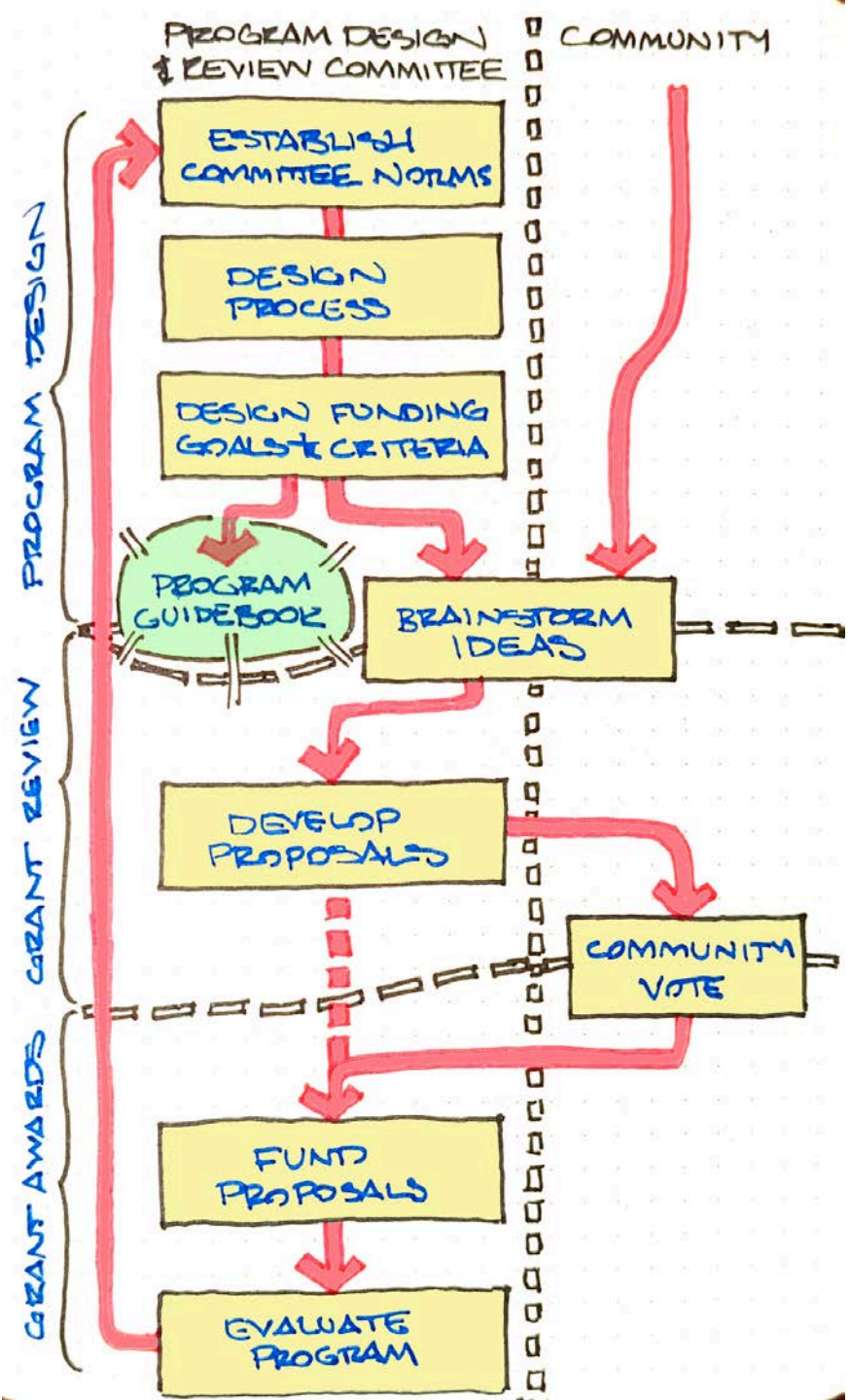
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Design process →

Community  
Vote →





# Roles in Community Voting



## Community

- Community votes on developed project proposals

## Committee

- Committee recommends funding for projects selected in Community Vote

## Metro Council

- Metro Council makes grant awards





# Committee Choices



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## Engagement and Participation

- How to maximize engagement, especially for target communities?
- Who is eligible to vote?
- How is eligibility determined or verified?
- Distributing voting among community locations and resources?





# Committee Choices



## Community Vote Structure

- Where does voting occur? Organized by geography or community?
- What kind of events? How many?
- Single pot of projects or multiple categories? (E.g., small and large projects, district pots, etc.)
- Ranked choice, single vote, or multiple equal votes?
- Balancing online and in-person





# Balancing In-person and Online Voting

## Considerations

- Equity
- Transparency
- Accessibility
- Community
- Legitimacy
- Integration

New York City District 8

Selected \$0 of \$2,000,000 total budget.  
You still have \$2,000,000 left.

Exit Help **Español** 中文

**Seniors**

Carter Burden Senior Center: ADA Ramp

Corsi Benches

Gaylord White: Security Upgrades

Gaylord White: Grounds Improvements

Lighting Upgrades for Highbridge Houses

**Parks & Recreation**

La Isla Gardens

Improvements to Diamante Garden

Thomas Jefferson Park: Dog Run Upgrades

Blake Hobbs Playground: Court Renovation

Pier 107

**Education**

School Technology Upgrades

Air Conditioning: P.S.179, P.S.369, P352

Air Conditioning at Bronx Schools

Technology Upgrades

Bathroom Renovations at M.S./H.S. 223

**Housing**

Patterson Houses: Grounds Improvements

East River Houses: Door Upgrades


Mitchel Center: Roof Repair

Wilson Houses: Grounds Improvements

### Instructions

1. Select the projects you would like to support. The total cost cannot exceed **\$2,000,000**.
2. You can see the total amount you have allocated so far in the bar above. You can remove any previously selected projects by clicking on the bar or directly by clicking on the chosen project.
3. Click the **"Submit My Vote"** button when you're ready to submit.

Submit My Vote...



### Seniors

<b>Carter Burden Senior Center: ADA Ramp</b> Install an ADA-compliant ramp at Carter Burden Leonard Covello Senior Center. <b>Estimated Cost:</b> \$400,000 <b>Location:</b> 312 East 109th St. (El Barrio/East Harlem) <div>Select</div>	<b>Corsi Benches</b> Installation of benches and re-paving of sidewalk in front of building. <b>Estimated Cost:</b> \$400,000 <b>Location:</b> 306 East 117th St. (El Barrio/East Harlem) <div>Select</div>
<b>Gaylord White: Security</b>	<b>Gaylord White: Grounds</b>



# Key contacts



Metro

Community engagement: Humberto  
Marquez Mendez,  
[humberto.marquezmendez@oregon  
metro.gov](mailto:humberto.marquezmendez@oregonmetro.gov)

Capital grants: Crista Gardner,  
[crista.gardner@oregonmetro.gov](mailto:crista.gardner@oregonmetro.gov)





# Questions?



Metro





**oregonmetro.gov**









## Participatory Budgeting Goals/Values Activity

### Climate Resilience Criteria



use of the  
in the

Workforce diversity and use of COBID contractors

Invest in the regional trail system to expand active transportation opportunities

## Reflections on Goals/Values

processes used to value  
up.

[illegible]

adher    **can**    **have**    **know**    **will**    **must**    **may**

**Help getting started**



From what you already know about FBI, what about the process seems well suited to accomplishing the crime?



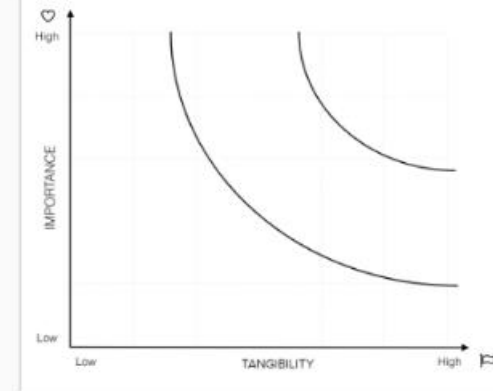
1000000



High

IMPORTANCE

Low



**Share your feedback**



How to engage the community (Language access, mobility needs, targeted community v. general populations).