Meeting:	Nature in Neighborhoods Capital Grants Pilot Program Design and Review Committee Meeting #12
Date:	Tuesday, June 21, 2022
Time:	4:30 p.m. to 6:30 p.m.
Place:	Zoom
Purpose:	Guidebook and Request for Proposal development
Outcome(s):	Develop the program Guidebook and Request for Proposal

---

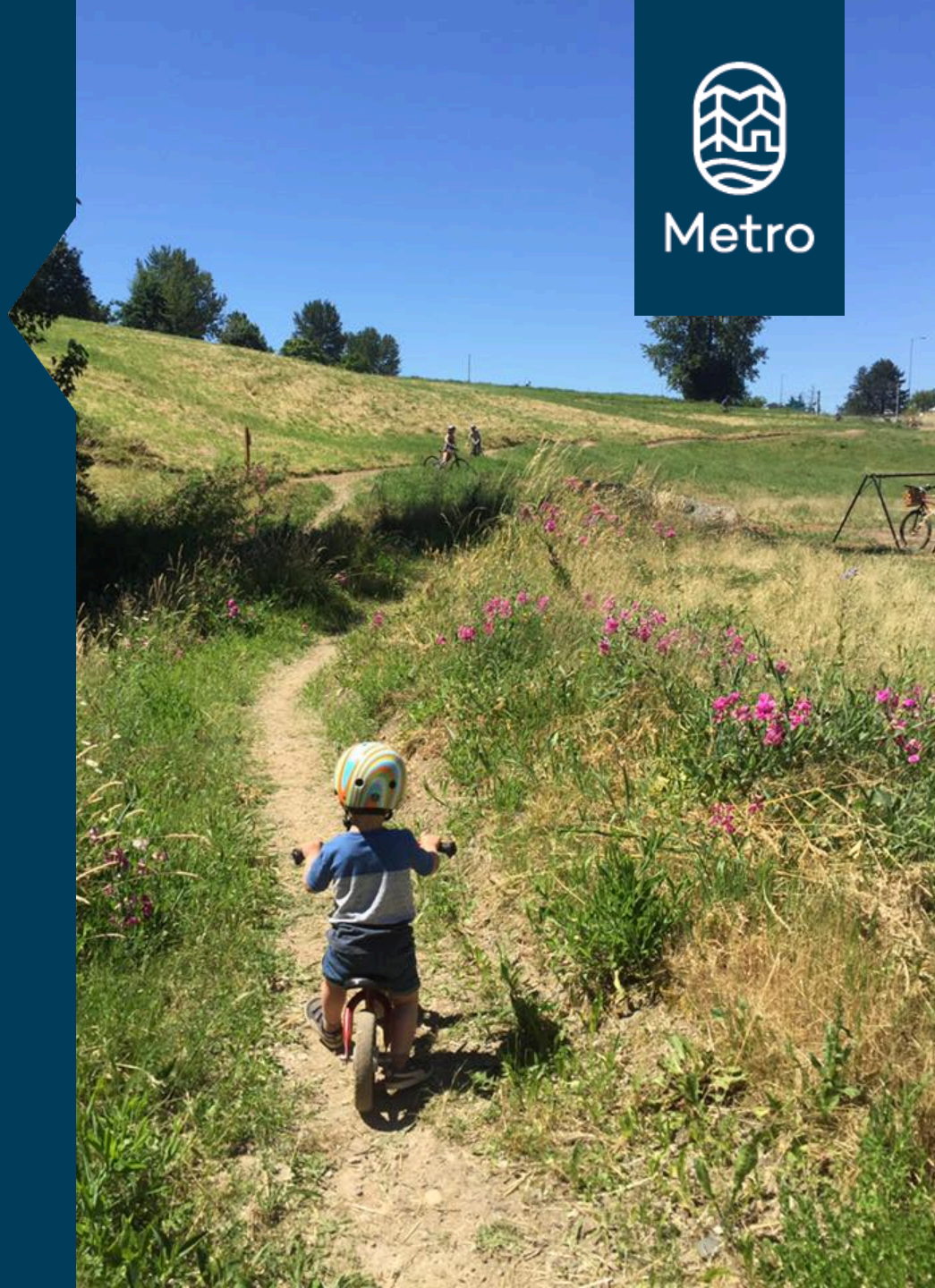
4:30 p.m.	Welcome *(JLA)*
4:40 p.m.	What are we doing today? What decisions is the committee expected to make today? How will those decisions be used? *(Metro)*
4:50 p.m.	Activity to make decisions (Committee) Activities: Process Mural Board
5:20 p.m.	*Break*
5:30 p.m.	Continue with Discussion, Summary of Decisions from Activity
6:00 p.m.	Next Steps: Request for Proposal, Committee Work and Outreach
6:15 p.m.	Thank you and closing
6:30 p.m.	Meeting adjourned

Nature in Neighborhoods Capital Grants Pilot

June 2022

Nature in Neighborhoods Capital Grants

Guidebook and Request for Proposal (RFP)



TIMELINE

2022 - 2023

January to May

June*

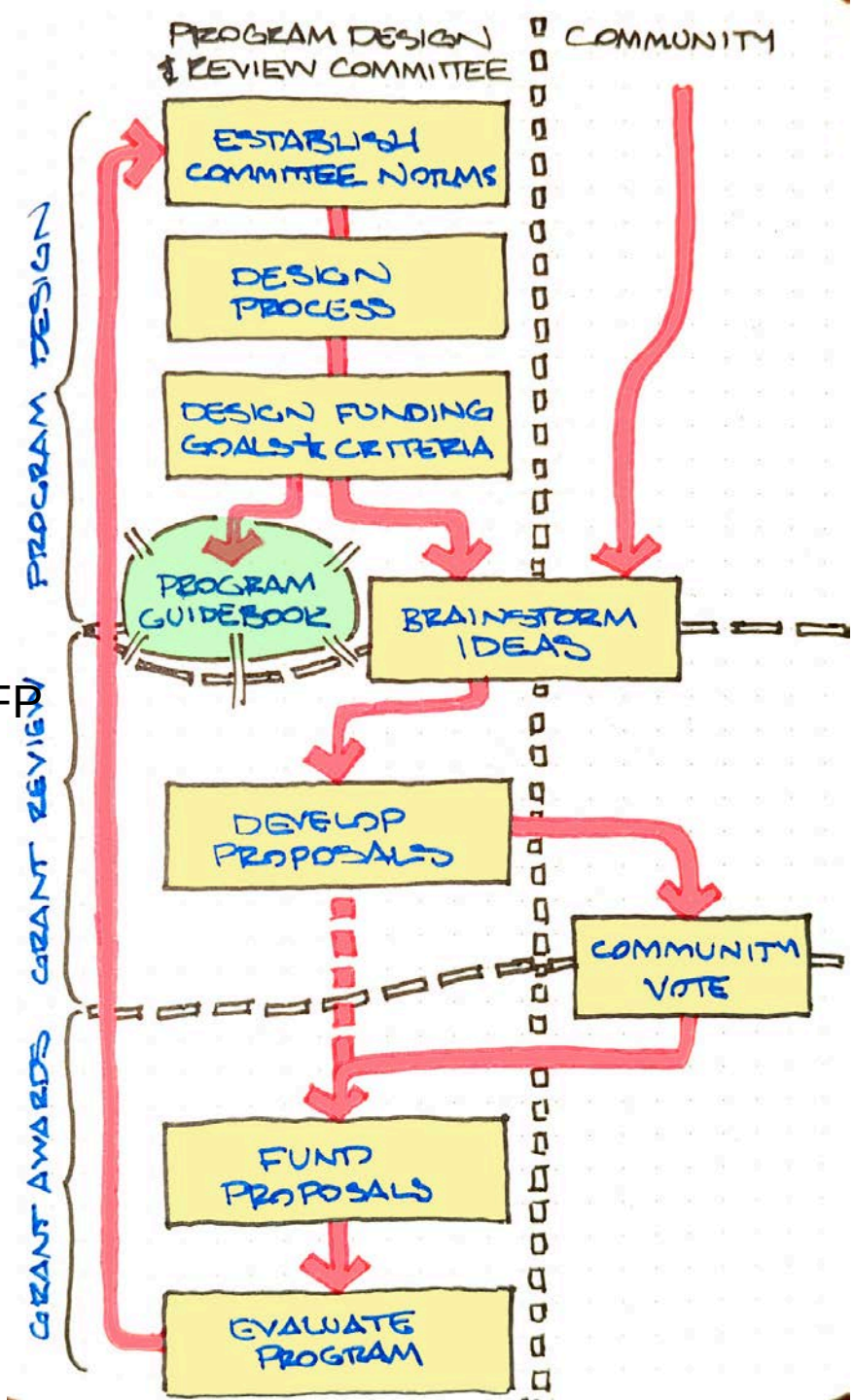
*Dependent on committee progress

Summer / Fall

Fall / Winter

Winter / Spring

Summer



Program Design Review Committee

Project Criteria & Eligibility Selection

Goals and Values

PROCESS GOALS

TARGETED POPULATIONS

Comments, clarifications, suggested alterations?

Is this our final decision?

Criteria Selection

Community Engagement & Racial Equity Criteria

The Capital Grants Pilot must satisfy **all** of these requirements

- Meaningfully engage with communities of color, Indigenous communities, people with low incomes and other historically marginalized communities in planning, development and selection of projects
- Demonstrate accountability for tracking outcomes and reporting impacts, particularly as they relate to communities of color, Indigenous communities, people with low incomes and other historically marginalized communities
- Include strategies to prevent or mitigate displacement and/or gentrification resulting from bond investments
- Prioritize projects and areas identified by communities of color, Indigenous communities, low-income and other historically marginalized groups. Make "low-income" communities in ways that do not center low-income or exclusively harmful
- Improve the accessibility and inclusiveness of developed parks
- Set aspirational goals for workforce diversity and use of COBID contractors and work to reduce barriers to achieving these goals, to increase accountability by tracking outcomes and reporting impacts

Climate Resilience Criteria

The Committee must choose **one or more** of these criteria

- Protect, connect and restore habitat to support thriving populations of native plants, fish and wildlife that can adapt to a changing climate
- Protect and restore floodplains, tributaries, streams and wetlands to increase their capacity to handle stormwater to protect vulnerable communities from flooding
- Increase tree canopy in development areas to reduce heat island effects
- Use low-impact development practices and green infrastructure in project design and development
- Work to augment or help supplement power to critical facilities, including emergency shelters, community and cooling centers

Discussion, clarifications, questions

Is this our final decision?

Program Criteria

The Committee must choose **one or more** of these criteria

- Explore human health and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities
- Build wealth in communities of color, Indigenous communities, low-income and other historically marginalized communities through contracting and jobs
- Demonstrate responsiveness to Metro, Indigenous, and People of Color in project identification, selection, design and implementation
- Partner in relationship with local and urban educational opportunities (including Science, Technology, Engineering, Art and Math (STEAM) opportunities) and provide careers in the environmental and agricultural sectors, especially for people and youth of color
- Increase accessibility of public parks and other natural spaces
- Increase access to nature from transit and for people walking or biking
- Consider and approach the issue of houselessness in a sensitive and humanizing way

Discussion, clarifications, questions

HOMEWORK: Make language suggestions and continue discussion - 2-3 days before next meeting!

Is this our final decision?

The 2019 Bond Purpose, Principles and Criteria

Purpose

- This proposed 2019 bond measure will allow the region to continue efforts protecting water quality and wildlife habitat for generations to come.
- This program will fund community-led projects with an emphasis on benefiting historically marginalized communities.
- These projects will protect and improve water quality and fish and wildlife habitat, support climate resiliency and/or increase people's experience of nature at the community scale.
- All projects must satisfy required bond program community engagement, racial equity and climate resilience criteria … as well as the Capital Grants requirements set forth below.

Principles

All of the following will guide the Pilot

- Serve communities through inclusive engagement, transparency and accountability
- Advance racial equity through bond investments
- Protect clean water for people, fish and wildlife
- Protect and restore culturally significant native plant communities
- Protect, connect and improve habitat for native fish and wildlife
- Take care of what we have (maintain, update and remodel in regional and local destinations)
- Make parks and natural areas more accessible and inclusive
- Connect more people to the land and nature of our region
- Invest in trails for biking and walking
- Support community-led parks and nature projects
- Make communities more resilient to climate change
- Meaningfully engage with communities of color, Indigenous communities, people with low incomes, and other historically marginalized communities in planning, development and selection of projects
- Prioritize projects and areas identified by communities of color, Indigenous communities, low-income and other historically marginalized groups

Program Criteria

- Advance Racial Equity
- Base Decisions on Meaningful Engagement
- Prepare for Climate Change

Project Requirements

Funded projects must meet **all** of the following

- Projects must demonstrate strong partnerships between community-based organizations and public (non-federal) agencies
- Projects must be within the Urban Growth Boundary and/or the Metro jurisdictional boundary, or as approved by the Metro Council
- Projects must be clearly achievable given the knowledge, skills, and resources available among project partners
- Expenses must be associated with capital projects only, not for general operating expenses
- Projects that involve the acquisition of properties or easements must be negotiated with willing sellers
- Grantees will be required to evaluate their projects (i.e. progress reports)

Funding Projects

Multiple Funding Streams

Should the available grant money (the pot) be divided (and along with it, Project Development and the Community Vote ballot)?

Q: Should the grant fund be divided?

Y — Discussion, clarifications, questions — N

Is this our final decision?

Funding Categories

If the answer above is **Yes**, how should the grant funds be divided, **by budget size or by type?**

Q: How should the grant funds be divided, by budget or by type?

Budget — Type

Discussion, clarifications, questions

Is this our final decision?

Grant Limits

Should there be limits to project budgets (floor or ceiling)? If **Yes**, what should they be?

For example, the previous **2016 Capital Grants program**, with a fund of $1.7 million, had a **project cost floor of $50,000** (or a grant floor of $16,000, given a 2:1 grant match requirement) and a **maximum grant request of $500,000**

Q: Should there be a grant or budget floor?

Y — Discussion, clarifications, questions — N

Is this our final decision?

Q: If Yes, what should the floor be?

Discussion, clarifications, questions

Q: Should there be grant or budget ceiling?

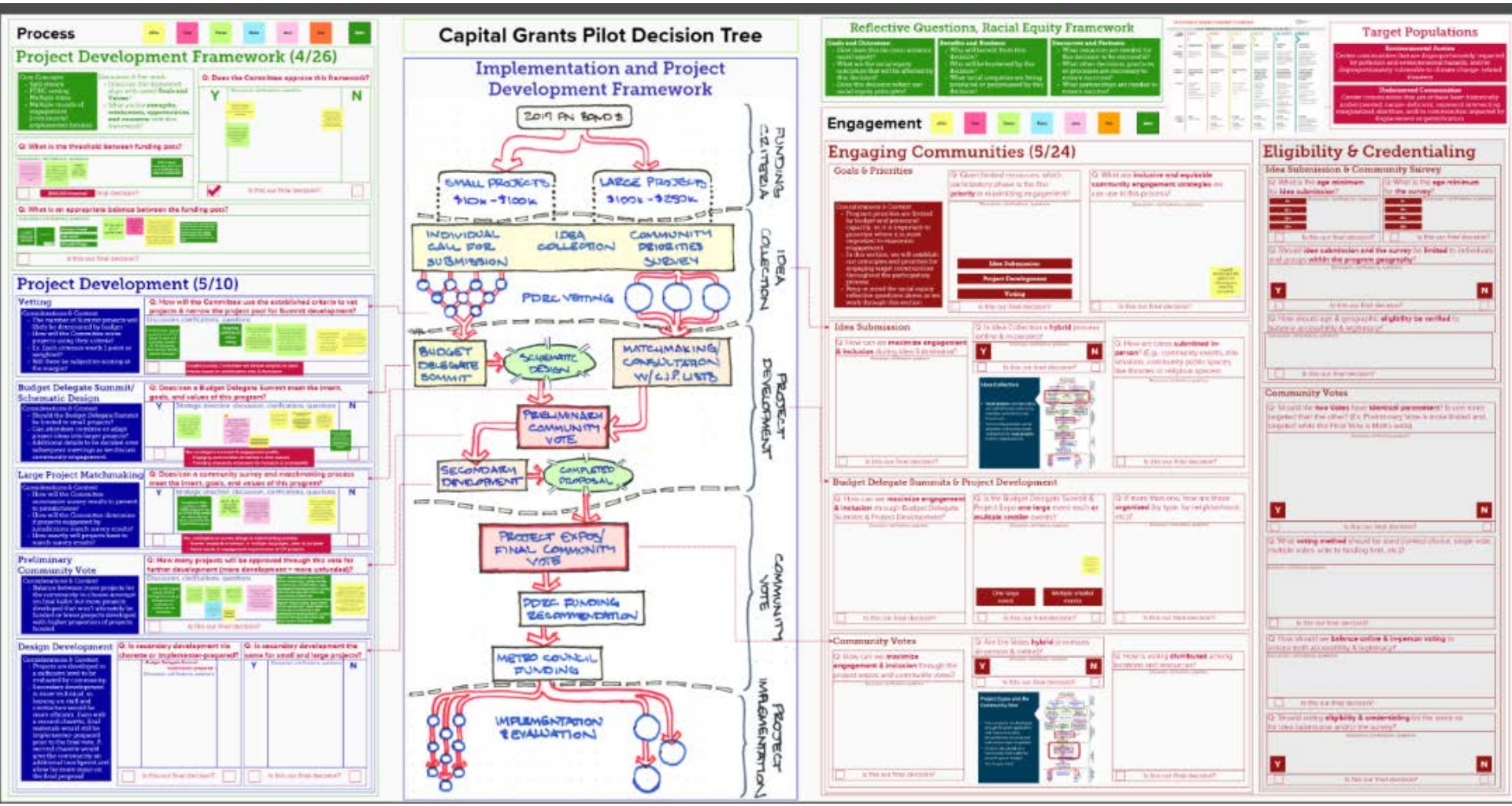
Y — Discussion, clarifications, questions — N

Is this our final decision?

Q: If Yes, what should the ceiling be?

Discussion, clarifications, questions

Program Design Review Committee Discussion Mural Board



Guidebook Summary

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PB Rulebook + Grants Handbook = Guidebook

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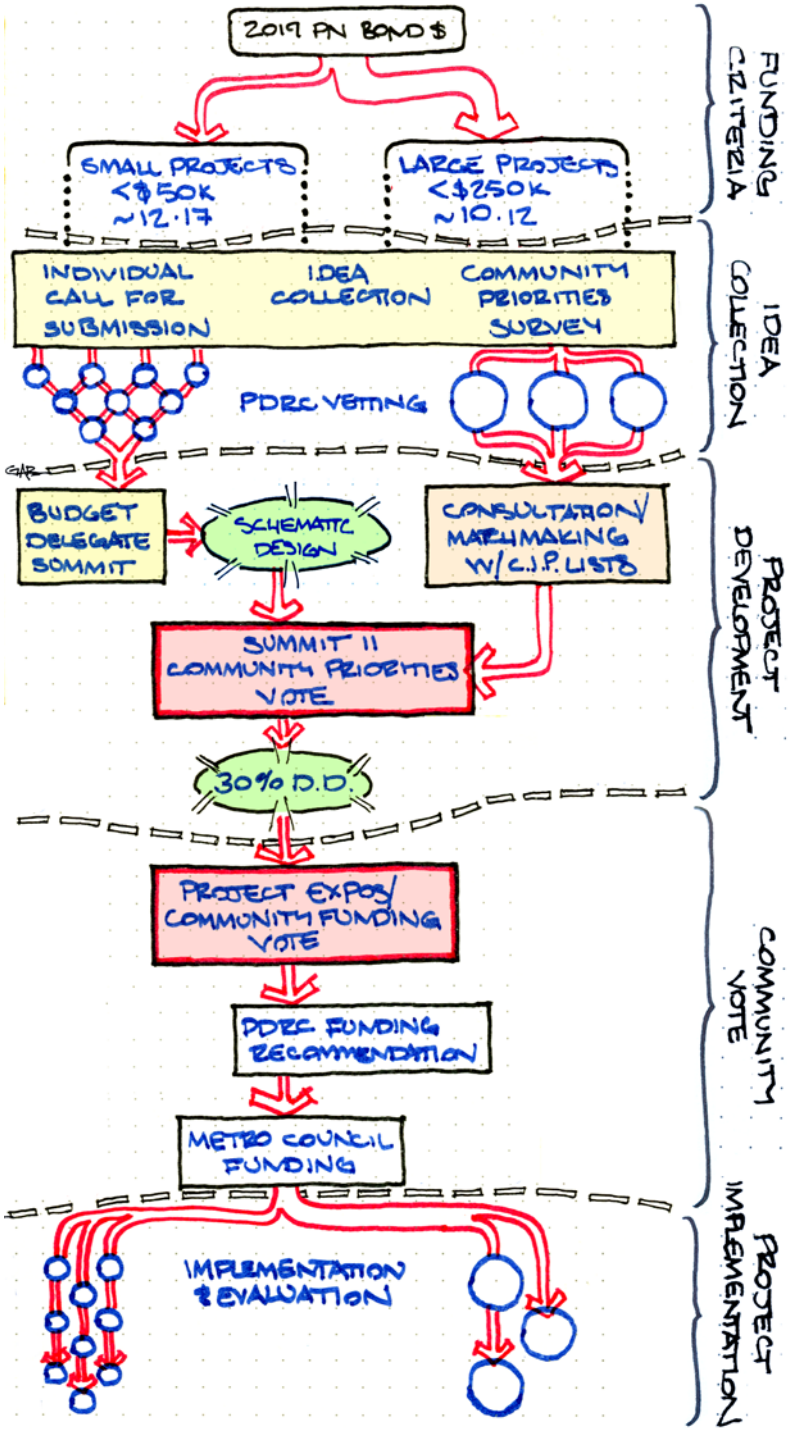
Process Framework

May 2022: Committee approval contingent upon community engagement efforts



Request for Proposal (RFP)

Scope of Work

Outline

Step	*Tasks*
0 General	
	0.1 Digital Platform (Idea Submission, Comment, Voting)
1 Idea Collection	
	1.1 Online Community Info Session
	1.2 Community Kickoff & Idea-Generating Event
	1.3 Community Survey
	1.4 Online Idea Submission
	1.5 Community Tabling (In-person submission)
	1.6 Compile & Summarize Community Ideas & Survey Results
	1.7 Vet & Refine Community Ideas for Project Development
2 Project Development	
	2.1 Budget Delegate Summit I
	2.2 Schematic Design
	2.3 Preliminary Community Vote
	2.4 Budget Delegate Summit II
	2.5 Secondary Development
3 Community Vote	
	3.1 Project Expo (w/In-person voting)
	3.2 Online Community Vote
	3.3 Community Tabling (In-person voting)
	3.4 Compile & Summarize Community Vote results
	3.5 Prepare PDRC Recommendation for Metro Council

Request for proposal budget

DRAFT

Step	*Tasks*	*Allocation*	*% of Total*	*Total*
0 General		**$ 10,000.00**	**4%**	**$ 10,000.00**
	0.1 Digital Platform (Idea Submission, Comment, Voting)			
1 Idea Collection		**$ 60,000.00**	**24%**	**$ 70,000.00**
	1.1 Online Community Info Session			
	1.2 Community Kickoff & Idea-Generating Event			
	1.3 Community Survey			
	1.4 Online Idea Submission			
	1.5 Community Tabling (In-person submission)			
	1.6 Compile & Summarize Community Ideas & Survey Results			
	1.7 Vet & Refine Community Ideas for Project Development			
2 Project Development		**$150,000.00**	**60%**	**$220,000.00**
	2.1 Budget Delegate Summit I			
	2.2 Schematic Design			
	2.3 Preliminary Community Vote			
	2.4 Budget Delegate Summit II			
	2.5 Secondary Development			
3 Community Vote		**$ 30,000.00**	**12%**	**$250,000.00**
	3.1 Project Expo (w/In-person voting)			
	3.2 Online Community Vote			
	3.3 Community Tabling (In-person voting)			
	3.4 Compile & Summarize Community Vote results			
	3.5 Prepare PDRC Recommendation for Metro Council			

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Nature in Neighborhoods Capital Grants Pilot Summary Guidebook

June 16, 2022 DRAFT

Version Revised	By	Notes
CapitalGrantsPilot_Guidebook_draft 2022_04_14	CGardner	Added committee recommendations, legislation, and background; re-structured
CapitalGrantsPilot_Guidebook_draft 2022_04_20	CGardner	Addressed bond team edits; meeting notes; mural board notes
CapitalGrantsPilot_Guidebook_draft 2022_06_13	CGardner	Added committee decisions and recommendations from meeting notes, mural board notes

DRAFT

If you picnic at Blue Lake or take your kids to the Oregon Zoo, enjoy symphonies at the Schnitz or auto shows at the convention center, put out your trash or drive your car – we've already crossed paths.

So, hello. We're Metro – nice to meet you.

In a metropolitan area as big as Portland, we can do a lot of things better together. Join us to help the region prepare for a happy, healthy future.

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I. Introduction

A. Program Background

Funded through the 2019 bond measure, the Nature in Neighborhoods Capital Grants Pilot utilizes a novel approach called participatory budgeting model that gives community members a direct voice in choosing which projects to recommend for funding in their communities. Members of the design and review committee will help design the program and ultimately recommend up to $4 million in grant funding to the Metro Council. The Nature in Neighborhoods capital grants pilot will support community-led projects that benefit historically marginalized communities, protect and improve water quality and fish and wildlife habitat, support climate resilience and increase people's experience of nature at the community scale. Chosen projects will emphasize community engagement, racial equity and climate resilience as well as meet the requirements of the 2019 Parks and Natural Areas bond measure for capital grants.[i]

II. Committee Establishment

This is where the overview & purpose go.

The Committee will establish bylaws, ground rules, meeting procedures, roles and other committee norms to guide their work.

A. Roles and Responsibilities

1) The Program Design and Review Committee

Summary of roles

Metro recruited 7-11 community members that reflect the racial, ethnic and economic diversity of the region to help design the Nature in Neighborhoods Capital Grants Pilot. In order to ensure that this committee is representative of the communities that Metro serves, Metro invited community members that reflect the broad diversity of experience and background in the region to apply.[ii]

Metro looked for individuals from a wide variety of backgrounds including those with academic, professional and lived experience on best practices related to water quality, habitat restoration and traditional ecological knowledge to create the greatest benefits for people, plants and wildlife. iv This includes expertise in water quality and habitat restoration; landscape architecture; real estate; community development; workforce development, job training and apprenticeship programs; climate adaptation and resilience policies and practices; sustainable development techniques, such as green infrastructure, sustainable agriculture and carbon sequestration; v and those who can represent the interests of tribal communities.vi Committee members will be committed to Metro's parks and nature mission and to supporting opportunities for communities of color and other historically marginalized communities to design and build access to nature for their communities. [iii]

Program Design

Working within the bond framework, committee members will establish a shared vision for the program and design the ground rules and values that will guide the program from start to finish. From there, they will design the process by which projects are identified and evaluated.

Working with Metro staff, they will also help:

- Identify and implement innovative methods, through project development and capacity building, to support communities of color and other historically marginalized communities to prepare and submit applications (funding proposals).

- Create selection criteria and program materials that respond to community feedback and ensure compliance with the Nature in Neighborhoods capital grants program objectives and three bond criteria: racial equity, community engagement and climate resilience.[iv]
- Review application materials and processes to reduce barriers for communities of color and other historically marginalized communities to submit strong proposals.
- Adopt a methodology to evaluate, track and report on the program's effectiveness.[v]

Grant Review

In addition to designing the process, committee members will help evaluate, support, review funding applications from the community. The committee will then forward the results of a community vote that identifies which projects to recommend to Metro Council for funding. In this capacity, the committee will work with Metro staff to:

- Evaluate applications (funding proposals) for funding to determine whether they meet the Nature in Neighborhoods capital grants program criteria, bond criteria and whether the applicants and their partners have the capacity to implement their project as described, and the appropriate fiscal accountability.
- Offer suggestions to strengthen applications (funding proposals).
- Forward funding recommendations from the community vote to the Metro Council.[vi]

Note: Review committee members may still propose funding ideas, but reviewers must disclose any conflicts of interest.[vii]

Note: The Metro Council makes all final funding decisions. [viii]

2) Metro Staff

What is the role and responsibility of Metro staff?

Metro staff will:

- Identify and implement innovative methods, through project development and capacity building, to support communities of color and other historically marginalized communities to prepare and submit applications.
- Create selection criteria and program materials that respond to community feedback and ensure compliance with the Nature in Neighborhoods capital grants program objectives and restrictions placed on bond funding. [ix] *If the handbook sets forth the selection criteria and program materials, then Metro staff is ultimately responsible for this work. Metro staff must obtain community feedback outside of the committee.* [x]

What technical assistance will Metro offer to grant applicants?

Metro staff will:

- Consult with experts from a wide variety of backgrounds including those with academic, professional and lived experience on best practices related to water quality, habitat restoration, and traditional ecological knowledge in order to offer technical assistance to applicants … on creating the greatest benefits for people, plants and wildlife. [xi] *If the committee is composed of members with this area of expertise or provides trainings in these areas of expertise, that would satisfy this requirement.* [xii]
- Provide trainings, resources and technical assistance to support applicants with lower capacity and applicants from communities of color through project development and capacity-building.
- Provide assistance to grantees in resolving unexpected situations during project development, permitting, contracting and construction that could influence the project's success. [xiii]

3) Metro Council

Metro will create a structure that aligns with the goals of the participatory budgeting process and adheres to the bond legislation as well. This structure will involve consideration of the community vote by the committee and the Metro Council. The Metro Council will make all *final decisions on* grant awards.[xiv]

III. Process Design

This is where the overview & purpose go.

The committee will develop key components of the participatory budgeting process in alignment with Bond goals.

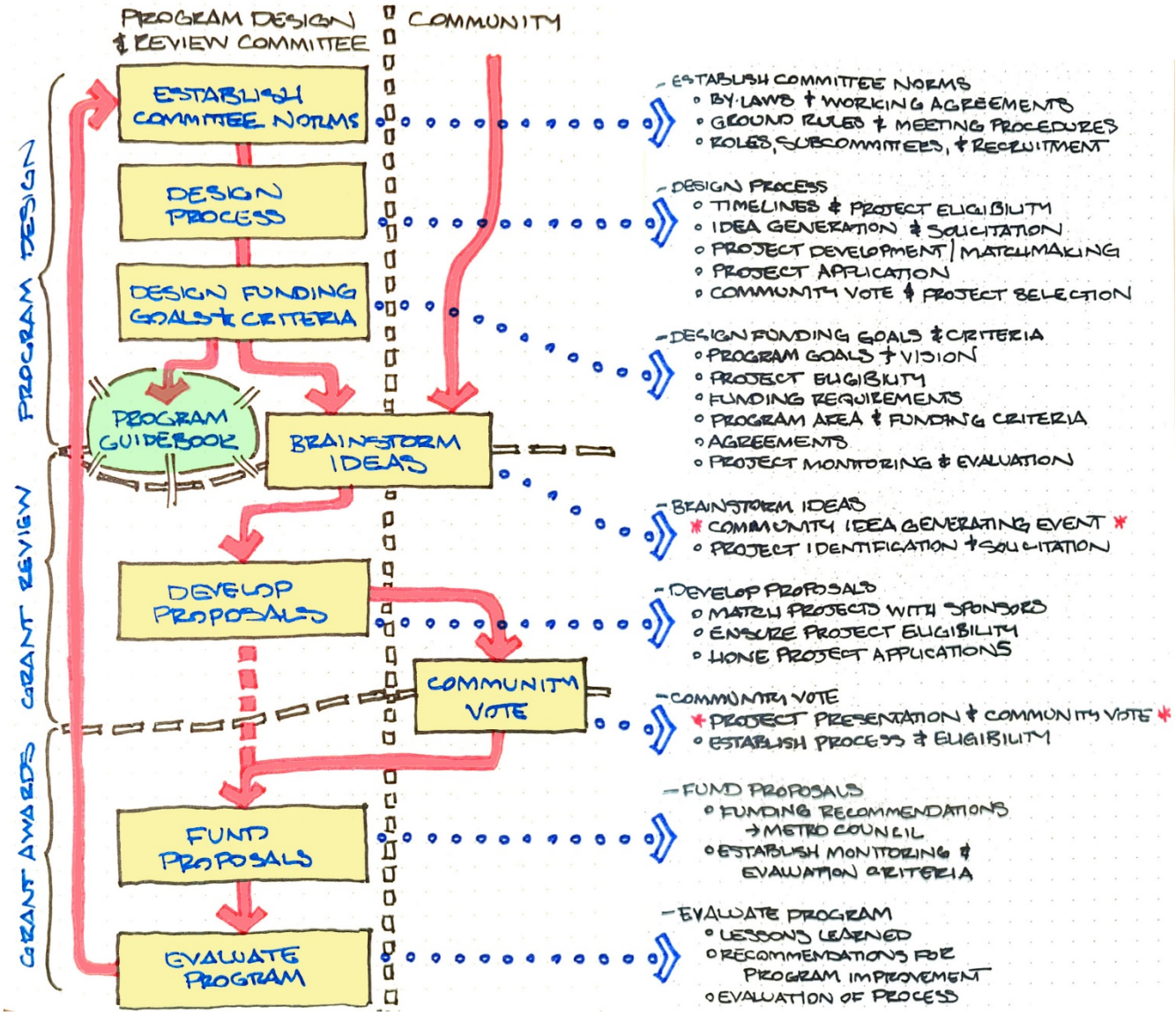


Figure 1: Program Design and Review Committee Scope of Work[xv]

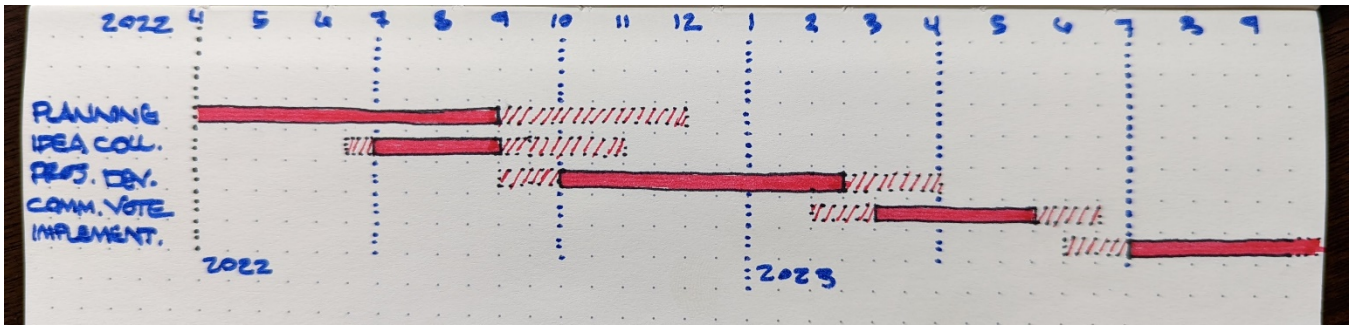


Figure 2: Sketch of anticipated Capital Grants Pilot timeline.[xvi]

- Planning: April, 2022 to September 2022
- Idea Collection: July, 2022 to September 2022
- Project Development: October 2022 to March 2023
- Committee Vote: March 2023 to June 2023
- Implementation: July 2023 to September 2023

A. The Participatory Process

1) What is Participatory Budgeting?

Participatory budgeting (PB) is deliberative democratic process wherein ordinary people allocate a portion of a public budget through a binding decision or vote. In PB, participants are experts, project developers and decision-makers rather than mere spectators or advisors. PB makes public decisions about public money more equitable and transparent while serving as an investment in civic education and leadership building.[1]

2) The Participatory Budgeting Process

Participatory budgeting begins with elected officials dedicating resources to the process and defining broad goals and constraints. From there, the PB process can vary widely depending on the specific community and the overall goals of a particular process but the essential structure is the same. Usually, the municipality convenes a PB steering committee representing a diverse cross-section of the community. The Program Design and Review Committee (Steering Committee) works with staff to refine objectives and constraints, determine process rules and timelines, and develop an outreach plan. This information is assembled in a guidebook (process "rule book") to ensure that everyone has the same access to information to impact the process.

The formal process begins by inviting the community to brainstorm project ideas. Community volunteers (Budget delegates) and government staff distill ideas, refine project ideas, and develop them into feasible projects that come back to the community for deliberation and final, binding vote. The projects with the most votes are implemented. A key difference in PB is the public's participation is not advisory – the vote itself decides which projects will be implemented with available funds.[2]

[1] https://www.pboregon.org/what-is-pb
[2] https://www.pboregon.org/what-is-pb

Process Timeline/Structure

Figure 3: The Participatory Budgeting Cycle.[xvii]

3) Applied Participatory Budgeting to Nature in Neighborhoods Capital Grants Pilot

Introduction[xviii]

This model is Metro staff's interpretation of the stated goals and values of the Capital Grants Pilot Program Design and Review Committee (engagement and community ownership, equity, transparency) within a framework that adheres to legal and fiscal constraints, represents project development best practices, and respects the staff capacity and autonomy of local jurisdictions within the Metro region. This model is the result of numerous interviews with other jurisdictions with active participatory budgeting programs, consultation with Metro planning and development staff, and consideration by Metro leadership and community engagement specialists. It represents the best intentions of the Committee while respecting the unique challenges of participatory budgeting programs and Metro's relationship with other local jurisdictions and their communities.

Explanation

Beginning with a recognition that all participatory budgeting programs are unique and adapt to the particular contours of their local administrative and political structures, this model follows the common participatory budgeting model of Idea Collection, Project Development, Community Vote. In interviews with other jurisdictional practitioners, one of the common challenges with this model is limited staff capacity and budget delegate volunteer attrition. To combat this, below are two principal adaptations:

1) A Budget Delegate Summit will be a community event to both collect ideas in person and allow idea submitters and organizations to develop ideas to a schematic level (with a defined scope, budget, and plan) with the aid of Metro staff, subject area experts, and jurisdictional staff. This makes more efficient use of limited staff capacity as well as providing a forum for community members to submit, discuss, and develop their ideas with their neighbors.

2) A multi-vote process allows the community to weigh in early on their preferences, generate additional excitement for the program, and reduce the burden on jurisdictional staff and community members to develop projects unlikely to be funded by the Community Vote. The first vote would establish the community's preferred projects for further development, while the second would recommend final funding after further development.

Model Summary[xix]

MULTIPLE FUNDING STREAMS

Multiple funding pots, likely divided between small and large projects

IDEA COLLECTION

a) Small projects concepts/ideas are submitted by community members and community-based org's

b) Community priorities survey identifies community needs and desires for large projects in their neighborhoods

PROJECT DEVELOPMENT

Small Projects

1) Program Design and Review Committee vets submitted ideas for potential feasibility (Is it legal? Is it feasible? Is it fair and in keeping w/ Bond and program criteria?)

2) Budget Delegate Summits held in program areas connect idea submitters to implementer or planning staff to build back-of-the-envelope project concepts w/ scope & budget outlines

o Multiple or large community design charette (e.g. subject area like nature play area or pollinator habitat like bee apiary; or all together; or by geography like five Councilor Districts with same five designers with designated project types like pollinator habitat or nature play area)

3) Summit-developed concepts are then shaped by implementer and Metro staff to a Schematic Design (scope, budget, location, design).

4) Community Priorities Vote held to identify pool of potential projects to be further developed

5) Implementer staff develop projects ideas to ~80% Design Development for final community vote (grant applications). (This could be a second design charrette.)

Large Projects

1) Program Design and Review Committee takes summary of community priorities surveys to potential project implementers (matchmaking)

2) Potential project implementers identify projects that align with stated community needs and desires

3) Community vote held to identify pool of potential projects to be further developed

4) Implementer staff develop projects ideas to ~30% Design Development for final community vote (grant applications). (This could be a second design charrette.)

COMMUNITY VOTE

1) Project expos present pool of potential projects for funding

2) Community votes on two slates of projects: large and small

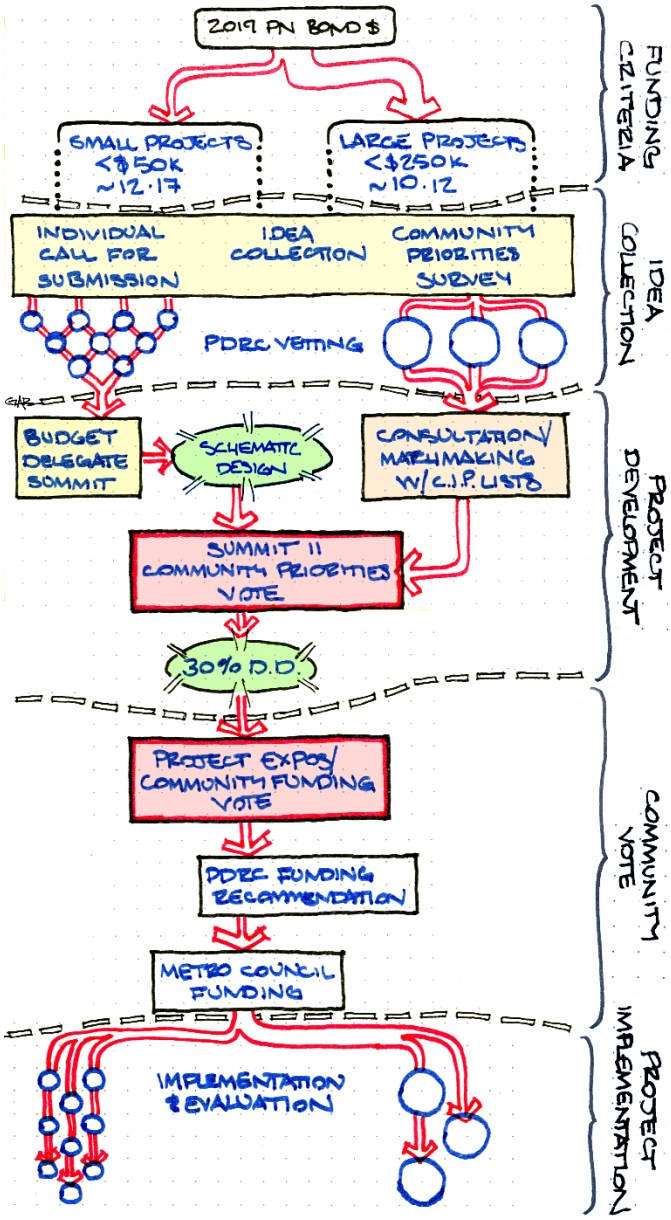
3) Community vote results are forwarded to Program Design and Review Committee for funding recommendation

4) Program Design and Review Committee recommends funding to Metro Council

4) Committee Recommendations

Committee Decision

On April 26, 2022, the committee approved the following framework with the caveat that it includes a robust community engagement. [xx], [xxi]



Graphic: Funding Stream Diagram, May 2, 2022. [xxii]

B. Goals & Vision

1) Purpose and Summary

In addition to the goals and values intrinsic to the participatory budgeting framework discussed above, the Program Design and Review Committee, as a representative of the Metro regional community, is tasked with defining additional program objectives, goals and values around the process. The purpose of this role is to determine and describe the goals and values of the **Capital Grants Pilot process** in support of the Parks and Nature Bond purpose, principles and criteria.

2) Committee Recommendations

Committee Decision

Process Goals[xxiii], [xxiv]

General Process Goals for Metro:

- Support, develop and activate new and existing community leaders
- Increase transparency in decision making processes

Once geography is established:

- Clearly define and establish what communities on which the project is being centered
- Develop process goals and establish measures of successful outcomes through community-led processes

Targeted Populations[xxv], [xxvi]

Committee recommendations for targeting participants and investment

- Environmental justice: center communities that are disproportionately impacted by pollution and environmental hazards, and/or disproportionately vulnerable to climate change-related disasters
- Underserved communities: center communities that are or have been historically underinvested, nature-deficient, represent intersecting marginalized identities, and/or communities impacted by displacement or gentrification.

Instead of focusing on a particular population (e.g. youth or people with disabilities), use a targeted universalist approach:

- Bring in the general population for crowdsourcing ideas, then engage underserved voices to ensure their voices are being heard
- Engage multi-generational audiences to get a complete understanding of the community's needs

Community engagement

On May 24, 2022, the committee discussed inclusive and equitable community engagement strategies to use in this process: [xxvii], [xxviii]

- Language translation.
- Pay and reward people for their time and input.
- utilizing community specific media outlets and chat groups
- making sure there are multiple time opportunities if doing in-person event
- partner with
- community
- engagement liaisons/
- representatives
- Photovoice gallarey / gallery walks

- learning about the needs from community first so experts know what to address
- Breakout groups!
- Many of my engagement experience expressed wanting opportunity to follow up for more inputs or for people to follow up with them.
- going to existing community events rather than only relying your own events
- Make activities fun!
- Intentional solicitation of input from historically excluded groups
- I love PB Cambridge's GIS platform for informing and collecting comments!
- Promote and support subcontracting between larger contracted organizations and smaller organizations further deepen work with targeted communities?
- Community group agreements maybe??

C. Idea Collection

1) Purpose and Summary

Participatory Budgeting (PB) processes engaged the community through: Design the process (Program Design and Review Committee), Idea Collection, Project Development, Community Vote, and Project implementation. Idea Collection occurs after the Committee has produced a guidebook which establishes the rules specific to this process, and is where the general public (as defined in the guidebook) are invited to participate in brainstorming ideas for projects. This activity often takes the form of idea generating events and/or online idea submissions. **The purpose of the Idea Collection phase is to provide the public opportunities to share their passion and lived experience, and to provide an accessible venue for them to share their ideas for what type of projects that should be created,** This is also an opportunity to provide general education on the process, the funding, and what the process hopes to accomplish, and to recruit participants for engagement in subsequent phases.

This event can take many forms and is adaptable depending on the funding mechanism, program process, and community needs and desires. The vast majority of contemporary programs provide opportunities for both in person and online participation, and many processes have prioritized investing in civic technology[3] platforms for online engagement as a tool for transparency and broadening access. This is a relevant precedent for this project where, due to COVID-19 concerns, large in-person gatherings are discouraged for public health reasons. Some examples include community engagement efforts during the brainstorm idea phase include Community Workshop, design charrette, tours, treasure hunt and design competition.[xxix]

2) Legislation Guidance

Established community guidelines[xxx]

The PN Bond language established the legal guidelines for community engagement and community focus or themes.

[3] Civic technology is a dynamic field that provides numerous digital platforms specifically designed for Participatory Budgeting processes,

Who will be engaged in the Capital Grants Pilot?

The Capital Grants Pilot will engage community groups, nonprofit organizations, schools, park providers, soil and water conservation districts and others in neighborhood projects that benefit people and nature. [xxxi]

3) Committee Recommendations

Committee Decision

Still in discussion

On May 24, 2022, the committee discussed inclusive and equitable community engagement strategies to use in idea submission: [xxxii], [xxxiii]

- learning about the needs from community first so experts know what to address
- Make activities fun!
- Option to start with storytelling
- Having staff fill out forms while giving space for delegates to speak and elaborate their ideas
- Variety of engagement activities (virtual, visual, open-ended, etc.).
- Follow-up: For many communities including indigenous peoples, cultural practices and materials like oral stories are a deep, sometimes sacred, part of their heritage.
- going to existing community events rather than only relying your own events
- Allow participants to write up key questions
- "snowball fight"
- Explicitly describe our intentions of including those often excluded.
- Use infographics, stories, and photos for project background and proposal guidelines. Also, interpretation > direct translations
- Staff needs to have a transparent protocol for permissions regarding how they would steward/protect particular narratives to respect cultural property and avoid unnecessary harm. Otherwise, seemingly good intentions of sharing others' stories could have unintended negative impacts on trust!
- utilizing community specific media outlets and chat groups - ex) idea recruitment ad
- Understand that youth are encouraged to attend (especially for those of us who have served as "translators" to our parents!)
- Another PB group allocated one chosen project to be voted by a Youth Committee!
- Icebreaker activities like nature storytelling (shared in Metro's Connecting with Nature Report)
- Using Minecraft to engage community/youth urban greenspace planning?! (learned about this from a "People Fixing the World" podcast)

- "The Block by Block Playbook: Using Minecraft as a Participatory Design Tool in Urban Design and Governance"

On May 24, 2022, the committee discussed how ideas are submitted in-person (E.g., community events, info sessions, community public spaces like libraries, schools, religious spaces):

- school events, community centers,
- Tabling at gathering locations identified specifically by community (e.g., marketplace, park, etc.)
- Classic focus group events - we could call them "ideation stations" :)
- At earlier sessions, make a space for people to offer suggestions?
- For those visiting such sites, they should have understanding of cultural "manners"
- going to existing community events rather than only relying your own events
- asking before going/promoting in a space
- community liaison pickups
- In person in-language surveys / or in person collection tools

D. Project Development

1) Purpose and Summary

In participatory budgeting processes, the project development is done between the idea generating community workshop and the community vote. **The purpose of the Project Development phase is to take ideas submitted during the Idea Collection phase and develop them into complete project proposals including and scope, budget, and schematic design for the community to choose among during the Community Vote phase.**

Metro is constrained by legal and fiscal constraints around the use of Parks and Nature Bond funding. Per the Metro bond measure and the Oregon constitution (ORS 310.140), bond proceeds must be spent on 'capital costs'. Funding for project scoping, feasibility study, and other project development costs resulting from an idea generating community workshop are not considered capital costs and thus will be need to be paid for from a source other than bond funds. Therefore, only a few options are listed below that meet those constraints.[xxxiv]

How do projects get developed in a participatory budgeting process?

For the Capital Grants Pilot, a working group or sub-committee of the Program Design and Review Committee, or Budget Delegates, are community members who are recruited/volunteer during the Idea Collection step. Budget Delegates take the ideas that were generated in Idea Collection and sort them into categories. They then form subcommittees to begin the process of project development where they work with government staff (project implementers) to refine and develop viable project ideas into feasible projects. [xxxv]

Depending on the geography or place-based nature of the idea, the community may be able to identify the project implementer. If not, Metro staff, the Committee, and/or Sub-committee (Budget Delegates) could act as a matchmaker between jurisdictional and community partners. They could identify a potential project suggested

during the idea-generating event/phase, and then present that potential project to a jurisdictional partner and a community partner to develop, with the Committee (or a sub-committee) acting as a consultant, acting as a matchmaker and a facilitator to those partners as they develop projects.

Key government staff or contractors for those governments (project implementers) work with budget delegates (sub-committee) during the project development step. Their role is to advise on what is possible, estimate project cost, and to educate budget delegates on relevant internal processes (i.e. procurement policies, spending restrictions, etc.). [xxxvi]

Program Design and Review Committee working group or sub-committee, or Budget Delegates, work with government staff to develop ideas collected from Idea Collection to develop a predetermined number of projects for the ballot. This happens through a series of facilitated work sessions, meetings with staff (Project Vetting), and site visits. [xxxvii], [xxxviii]

2) Legislation Guidance

The PN Bond legislation established guidelines on the community engaged, type of project development support that would be provided to applicants, and the definition of a capital project.

Who will be engaged in the Capital Grants Pilot?

The Capital Grants Pilot will engage community groups, nonprofit organizations, schools, park providers, soil and water conservation districts and others in neighborhood projects that benefit people and nature. [xxxix]

Who can apply for the Capital Grants Pilot? [xl]

Capital grants are intended to support community-driven initiatives; therefore, partnerships are key to a successful proposal. Tribal governments, public schools, non-profits, community-based organizations, local governments and special districts can apply for grants.

To maximize the impact of investments, projects must demonstrate strong partnerships between community-based organizations and public (non-federal) agencies. [xli]

The final capital asset must be publically owned. Tribal governments, non-profits, and community-based organizations would have to partner with a state or local government to be eligible for the Capital Grants. Tribes may not be considered a public entity under Oregon law, for purposes of the lending of credit prohibition that applies to general obligation bond proceeds. As requested by Metro's tribal relations specialist, Metro may or may not be eligible to be a beneficiary of the Capital Grants as a partner to tribal governments. [xlii]

What technical assistance will Metro offer to grant applicants? [xliii]

Metro staff will:

- Consult with experts from a wide variety of backgrounds including those with academic, professional and lived experience on best practices related to water quality, habitat restoration, and traditional ecological knowledge in order to offer technical assistance to applicants … on creating the greatest benefits for people, plants and wildlife. If the committee is composed of members with this area of expertise or provides trainings in these areas of expertise, that would satisfy this requirement.
- Provide trainings, resources and technical assistance to support applicants with lower capacity and applicants from communities of color through project development and capacity-building.
- Provide assistance to grantees in resolving unexpected situations during project development, permitting, contracting and construction that could influence the project's success.

3) Committee Recommendations

On March 15, 2022 and X and X, the Nature in Neighborhoods Program Design and Review Committee discussed engagement and capacity constraints during the project development phase.

Committee Decisions

On April 26 and May 10, 2022, the Committee discussed using the established criteria to vet projects and narrow the project pool for Summit development. The committee discussed Graded scoring: Committee will decide weights for each criteria based on prioritization vote and discussion. [xliv], [xlv]

On April 26 and May 10, 2022, the Committee discussed whether Budget Delegate Summit meet the intent, goals, and values of this program. The committee discussed yes, contingent on event and engagement efforts. This includes engaging communities of interest in their spaces and providing resources necessary for inclusion and accessibility. [xlvi], [xlvii]

On April 26 and May 10, 2022, the Committee discussed whether secondary development should be conducted via charette or be implementer-prepared. The committee discussed that yes, the Budget Delegate Summit would allow for additional touch point with follow-up by implementer during final development and ballot preparation. [xlviii], [xlix]

On May 24, 2022, the committee discussed inclusive and equitable community engagement strategies to use in this budget delegate summits and project development: [l], [li]

- Project implementers and landscaper being receptive to ideas that may not be traditionally accustomed to
- Sharing photos/stories of past projects -- big posters! Have past awardees have a station to share own experiences of proposal process? Or even hosting event at a project site!
- providing food, drinks, and a wide variety of ways to participate (virtual and in person)
- Provide stipends to honor peoples time
- different booths for different expert areas or projects
- have different sessions/rooms for different languages
- mock up project sites like Park(ing) Day displays

On May 24, 2022, the committee discussed if one or more events and how to organize multiple budget delegate summits (e.g. by type, by neighborhood) : [lii], [liii]

- Geographic makes the most sense I think. Also paying attention to neutral ground (ex: not at religious or politcal venues, etc.)
- East & West & South
- (ex: 2 in Hillsboro 2 in Gresham etc), maybe 1 centrally located
- Virtual + In-person options?
- if in person, located by public transit access within neighborhoods or whatever subsets used

- "Proposal advocate" > "Budget delegate" ?
- I was also unfamiliar with "charrette" prior to this!
- Make it all virtual
- if we do hybrid we need to make sure both options are evenly accessible; a lot of hybrid events I've seen have leaned heavily towards supporting virtual or in-person attendants
- Consider that how it's organized can also play out how cross-cultural and cross-project collaboration happens
- Multiple smaller to cover many people's varied work and life schedules.
- with 1 event how do we support folks who might not be able to make it? I like the idea of 1 large event for cohesion but can foresee it leaving folks out
- smaller, spread out events so folks have more time to think through ideas / let ideas develop
- Maybe one large weekend event (sort of like a conference)
- Greensboro PB recommends at least 1 event for morning, weekend, and evening.

E. Community Vote and Project Selection

1) Purpose and Summary[liv]

After project proposals have been fully developed, those ideas are presented to the community. Given a project budget and guidelines, the community chooses which projects should be funded. **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.**[lv]

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).[lvi]

2) Legislation guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics. [lvii] , [lviii]

What is the process of Capital Grants Pilot review and award of projects? [lix]

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.*[lx]

The Metro Council will make all grant awards.[lxi] *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.*[lxii]

3) Committee Recommendations

Committee Decision

Still determining credentialing and age requirements.

On May 24, 2022, the committee discussed inclusive and equitable community engagement strategies to use in this project expos and community votes: [lxiii], [lxiv]

- hybrid - in person can use things like stickers or ballots
- Mail-in option with info packet lessens the burden
- stickers on project location maps
- Give voters option of being notified of voting results and/or future civic engagement work with Metro.
- Freebies like Oregon Zoo tickets?!
- Educational materials if using more novel voting methods like Ranked-Choice
- yes. 2 week (whatever feasible) transit pass is nice too...although that's trimet not metro

On May 24, 2022, the committee discussed how voting distributed among locations and resources? (E.g., ballot boxes, tabling at community events and spaces, flyers to residents): [lxv], [lxvi]

- ex) libraries, community centers, community events, health centers
- I like the idea of including the primary election drop box sites (linked), as it can lay a path for further civic engagement + representation + empowerment
- More voter ballot boxes/opportunities targeted towards voter suppressed communities in this process -- trust building!

F. Participatory Budgeting Process Lessons Learned

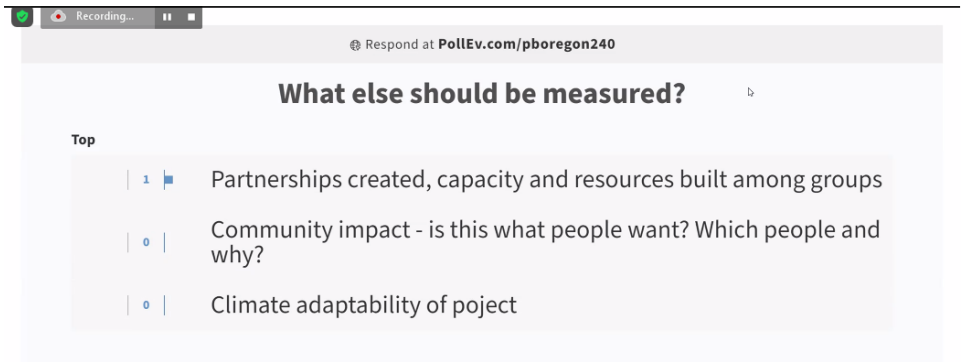
1) Purpose and Summary

The committee will help decide how the Participatory Budgeting pilot will be evaluated. This evaluation will be public, and it will used by lots of different folks: members of the public, Metro staff and elected officials, and by other jurisdictions looking to run their own Participatory Budgeting processes.[lxvii]

2) Committee Recommendations

Committee Decision

On March 29, 2022, the Nature in Neighborhoods Program Design and Review Committee discussed evaluation of the participatory budgeting process. In addition to using the evaluation criteria for the program, the committee would like the following items to be addressed.



IV. Funding Goals and Criteria Design

A. The Nature in Neighborhoods Capital Grants Program

This is where the overview & purpose go.

The Committee will interpret Bond goals into Nature in Neighborhoods Capital Grant Pilot goals, criteria, eligibility and funding requirements.

1) 2019 Bond

Since 1995, voters in greater Portland have passed three bond measures that protect the region's air and water, restore fish and wildlife habitat and connect people with nature. [lxviii]

In November 2019, voters in greater Portland approved a $475 million bond measure to further protect clean water, restore fish and wildlife habitat and provide opportunities for people to connect with nature close to home.

The bond measure provides funding across six program areas:

- Protect and restore land, $155 million
- Local parks and nature projects, $92 million
- Nature in Neighborhoods capital grants, $40 million
- Metro parks improvements, $98 million
- Walking and biking trails, $40 million

- Large-scale community visions, $50 million[lxix]

2) What is Nature in Neighborhoods Grants?

Across greater Portland, some of the best conservation and nature work is created by community members. Nature in Neighborhoods provides grants to projects led by neighborhood groups, community organizations, schools, park providers, soil and water conservation districts, and others. The capital projects must protect water quality and fish and wildlife habitat, support climate resiliency, and/or increase a community's connection to nature.[lxx] Metro will provide up to $40 million for grants funding community-led projects, with an emphasis on benefitting historically marginalized communities over the next ten years.

Over the next two years, Metro staff will work with community to determine the types of projects that would be funded through the grant program. While the grants only fund capital investments, a wide variety of projects will likely qualify. Following the successful Capital Grants program from 2006 to 2016, four major categories of projects will likely be considered: Land acquisition (Nadaka Nature Park), Urban transformations (Plaza at Virginia Garcia Medical Center) Restoration (Mitchell Creek), Neighborhood livability (Park Avenue Light Rail Station).

In 2021-2022, the bond includes Nature in Neighborhoods Capital Grants pilot program of $4 million will be designed by community members and award grants through a participatory process. It's a new way of distributing grants that puts more decisions into the hands of the community.[lxxi], [lxxii]

3) Participatory Budgeting/Grantmaking

The legislation for the Parks and Nature Bond directed the Nature in Neighborhoods Capital Grants program area to "Pilot a new "Participatory Grantmaking" approach within this program area". [lxxiii]

Participatory grantmaking is a term used by funders, philanthropists and other grantmakers to describe a different process to award funding. Participatory grantmaking cedes decision-making power about funding, including the strategy and criteria behind those decisions, to the very communities that funders aim to serve. It is an umbrella term which encompasses a range of different models, including participatory budgeting. Participatory Budgeting is a democratic process in which community members decide how to spend part of a public budget.[lxxiv], [lxxv], [lxxvi]

4) Metro

Title 13[lxxvii]

The roots of Metro's Nature in Neighborhoods program can be found in the Regional Framework Plan which unites all of Metro's adopted land use planning policies and requirements including the 2040 Growth Concept and is designed to create sustainable and prosperous communities for present and future generations. Included in these plans is Metro's commitment to protect farm and forest land outside the urban growth boundary, while also preserving the character of urban neighborhoods inside the boundary.

Metro has authority from the State of Oregon for managing the Metro region's urban growth boundary (UGB) and meeting the state's land use planning goals. Effective use of the region's UGB provides protection from urban development for important natural areas, farms and forest resource lands. This is a core value for Oregonians across all demographics. Additionally, the Metro Council has adopted strong requirements for lands that are brought into urban use to provide better protection for habitat and natural resources and provision of parks, natural areas and trail connections.

Metro has also used its land use authority to protect natural resources inside the region's urban growth boundary. Most significantly is the adoption by the Metro Council of Ordinance 05-1077B (a.k.a. Nature in Neighborhoods) in

September 2005 after approximately a ten-year process. The ordinance established standards for development in streamside and wetland areas to conserve and protect fish and wildlife habitat and included Title 13 of Metro's Urban Growth Management Functional Plan, which implements Oregon Statewide Planning Goal 5 (natural resources, scenic and historic areas and open spaces) and Goal 6 (air, water and land resources quality). Metro's Urban Growth Management Functional Plan provides additional region-wide habitat and resource protection through Title 3: Water Quality and Floodplain Protection, which implements Oregon Statewide Planning Goal 7 (natural hazards). Title 13 included a Model Ordinance, which local governments could adopt in whole or in part and the Tualatin Basin Plan which provided compliance with Metro's Title 13 UGMFP for local governments in the Tualatin Basin.

Through Title 13, Nature in Neighborhoods, the framework plan includes requirements for conserving, protecting and restoring the region's fish and wildlife habitat. It identified habitat conservation areas (HCAs) including lands along local rivers and streams, wetlands, floodplains and habitats of concern as the most important for protection (but does not outright prohibit development in these areas). In adopting Nature in Neighborhoods, the Metro Council chose to rely on a combination of land use protections designed to conserve the highest value habitats and voluntary measures to be implemented by public and private partners.

In adopting Nature in Neighborhoods, the Metro Council chose to rely on a combination of:

- land-use protections to be implemented by local governments to protect the highest value habitats (riparian area habitat, wetlands and floodplains) in Metro's habitat inventory
- voluntary measures to be implemented by local governments, developers and builders, non-profits and private landowners to protect, enhance and restore fish and wildlife habitat throughout the region including the region's upland wildlife habitat and urban forest.

The Metro Council identified specific areas of focus for Nature in Neighborhoods initiatives including:

- Land acquisition
- Flexible development standards
- Habitat friendly development practices
- Restoration and stewardship
- Monitoring and reporting.

Following adoption of this ordinance, the Metro Council began investing in a number of collaborative strategies, programs and projects to provide the tools, incentives and inspiration to communities on ways to better balance development, human needs and the health of the region's natural systems. This included investments in Nature in Neighborhoods programs like the partnership with the Homebuilders Association of Metropolitan Portland, "Green from the Ground Up" education series, the Integrating Habitats design competition, Nature in Neighborhoods Restoration and Enhancement grants, Outdoor School funding and the development of the Intertwine Alliance.

In 2006 the Council also asked voters to approve a $227.6 Natural Areas bond measure for significant regional and local investments in natural area land acquisition, water quality and wildlife habitat restoration. With this voter-approved funding, Metro has purchased for protection nearly 5,000 acres of land important to water quality and fish and wildlife habitat and provided funding to help restore and connect people with nature at places throughout the region. Additionally, in 2013, voters across the Portland metropolitan area approved Metro's five-year levy to help care for regional parks and natural areas. The levy raises about $10 million per year, including funding hundreds of

projects on the ground that help restore habitat in Metro's parks and natural areas and support similar investments in local communities through an expanded Nature in Neighborhoods grant program.

B. Purpose, Principles and Criteria

1) Purpose and Summary

Since 1995, voters in greater Portland have passed three bond measures that protect the region's air and water, restore fish and wildlife habitat and connect people with nature. When voters overwhelmingly passed the 2019 bond measure, they endorsed three critical aspects to this work: racial equity, community engagement and climate resilience.

Always a priority for Black and Indigenous communities, racial equity became Metro policy in the years before the 2019 bond measure was developed. That commitment to racial equity is at the heart of the bond measure. As the bond says, every program must "prioritize projects and needs identified by communities of color, Indigenous communities, low-income and other historically marginalized communities. This will be done in close collaboration and partnership with community members. The bond requires that its programs meaningfully engage with communities of color, Indigenous communities, people with low incomes and other historically marginalized communities in planning, development and selection of projects.

Climate resilience has also become a key task for Metro. The fires that tore through Clackamas County show that climate change is already affecting the region. The bond measure requires that its projects help people, wildlife and habitats increase their capacity for handling the changes that are underway.[lxxviii]

2) Legislation guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics. [4] , [lxxix]

What are the guiding purposes for the Capital Grants Pilot? [lxxx]

The purpose and intent of the Capital Grants Pilot is as stated below.

A growing population and changing climate threaten streams and habitat Oregonians have worked hard to protect. Treasured parks and trails need improvements to keep up with demand and to be welcoming to all. And some communities – particularly communities of color and other historically marginalized communities – still await equitable access to the benefits of public investments. This proposed 2019 bond measure will allow the region to continue efforts protecting water quality and wildlife habitat for generations to come. [lxxxi]

This program will fund community-led projects, with an emphasis on benefitting historically marginalized communities. [lxxxii]

These projects will protect and improve water quality and fish and wildlife habitat, support climate resiliency and/or increase people's experience of nature at the community scale. [lxxxiii]

All projects must satisfy required bond program community engagement, racial equity and climate resilience criteria … as well as the Capital Grants requirements set forth below. [lxxxiv]

[4] From PN Bond Criteria Memo, 1/12/2022

The Capital Grants Pilot was codified as "Pilot a new "Participatory Grantmaking" approach within this program area". [lxxxv]

What are the guiding **principles** for the Capital Grants Pilot? [lxxxvi]

All of the following principles will guide the Nature in Neighborhoods Capital Grants Pilot. *It will not focus on just one or two of the principles.* [lxxxvii]

Based on community and partner engagement and input from stakeholders, the Metro Council approves the following principles to guide the proposed bond measure.

Serve communities through inclusive engagement, transparency and accountability.
Continue to build trust and relationships through engagement of the region's diverse communities in the identification, planning and implementation of all Metro bond-funded projects. Develop tools to evaluate and report on impacts, and adjust course as needed.

Advance racial equity through bond investments.
Set aspirational goals for workforce diversity and use of minority-owned and diverse contractors identified through COBID (Oregon Certification Office for Business Inclusion and Diversity) and work to reduce barriers to achieving these goals. Demonstrate accountability by tracking outcomes and reporting impacts.

Protect clean water for people, fish and wildlife.
Increase the emphasis on water quality as well as quantity in regional land acquisition priorities, including but not limited to protecting headwaters and preventing flooding in urban areas.

Protect and restore culturally significant native plant communities.
Prioritize protection and restoration of culturally significant native plants in partnership with greater Portland's Indigenous community in regional land acquisition and management plans.

Protect, connect and improve habitat for native fish and wildlife.
Focus on habitat protection for native fish species, such as salmon, trout, steelhead and lamprey, in regional land acquisition and management plans. Restore and enhance habitat for wildlife prioritized in state, federal and regional conservation plans and/or identified as priorities through community engagement. Consider additional opportunities for natural resource protection on working lands consistent with Metro's commitment to protect the agricultural economy and working lands in the greater Portland region.

Take care of what we have.
Maintain, update and reinvest in regional and local destinations, particularly those with high visitation and use by communities of color or places/projects identified by communities of color. "Capital improvements" that are not part of owning an asset like routine maintenance (operation focused) and that increase its lifespan, new component ok (Bond focus);

Make parks and natural areas more accessible and inclusive.
Increase access for those experiencing disabilities through investments using universal design principles and projects that comply with the Americans with Disabilities Act. Work with communities of color, greater Portland's Indigenous community and other historically marginalized groups to identify opportunities for culturally responsive public improvements.

Connect more people to the land and rivers of our region.
Provide people with new or improved access to local rivers and streams, natural areas and places for multi-generational activities, healing spaces and community gatherings. Leverage other public and private investments in affordable housing and transportation.

Invest in trails for biking and walking.
Focus on closing gaps and completing ready-to-build projects that fulfill the Regional Trails Plan, particularly those identified as priorities by communities of color. Consider proximity to affordable housing and transit and connections to regional or local parks.

Support community-led parks and nature projects.
Require greater community engagement and racial equity strategies for local, community-led projects funded by the bond. Prioritize projects identified and created by communities of color and other historically marginalized groups. Hold partners accountable for tracking outcomes and reporting impacts. Metro has found ways to prioritize these communities in ways that do not violate the law, like outreach or reducing barriers.

Make communities more resilient to climate change.
Reduce impacts of climate change through conservation and park development. Emphasize flood control, water quality and availability, urban forest canopy, habitat connectivity, food security and community access to water

What are the guiding **criteria** for the Capital Grants Pilot?

Community Engagement and Racial Equity Criteria[lxxxviii]
The Capital Grants Pilot must satisfy **all of the following community engagement and racial equity criteria.**

- Meaningfully engage with communities of color, Indigenous communities, people with low incomes and other historically marginalized communities in planning, development and selection of projects.
- Prioritize projects and needs identified by communities of color, Indigenous communities, low-income and other historically marginalized groups. Metro has found ways to prioritize these communities in ways that do not violate the law, like outreach or reducing barriers.
- Demonstrate accountability for tracking outcomes and reporting impacts, particularly as they relate to communities of color, Indigenous communities, people with low incomes and other historically marginalized communities.
- Improve the accessibility and inclusiveness of developed parks.
- Include strategies to prevent or mitigate displacement and/or gentrification resulting from bond investments.
- Set aspirational goals for workforce diversity and use of COBID contractors and work to reduce barriers to achieving these goals; demonstrate accountability by tracking outcomes and reporting impacts.

Climate Resilience Criteria[lxxxix]
The Capital Grants Pilot must identify at least one climate resilience criterion that the project will satisfy from among the following. ***The committee must identify at least one criterion to include in the guidebook.*** [xc]

- Protect, connect and restore habitat to support strong populations of native plants, fish and wildlife that can adapt to a changing climate.
- Protect and restore floodplains, headwaters, streams and wetlands to increase their capacity to handle stormwater to protect vulnerable communities from flooding.

- Increase tree canopy in developed areas to reduce heat island effects.
- Use low-impact development practices and green infrastructure in project design and development.
- Invest in segments of the regional trail system to expand active transportation opportunities for commuting, recreation and other travel.

Program criteria[xci]

The Capital Grants Pilot investments must satisfy at least one of the following criteria. ***The committee must identify at least one criterion to include in the guidebook.*** [xcii]

- Build wealth in communities of color, Indigenous communities, low-income and other historically marginalized communities through contracting and jobs.
- Improve human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities.
- Partner with and empower Indigenous people.
- Nurture a relationship with land and create educational opportunities (including Science, Technology, Engineering, Art and Math [STEAM] opportunities) and promote careers in the environmental and agricultural sector, especially for people and youth of color.
- Ensure accessibility for people experiencing disabilities.
- Demonstrate that people of color influenced the project identification, selection, design and implementation.
- Consider and approach the issue of houselessness in a sensitive and humanizing way.
- Create easy access to nature from transit and for people walking or biking.

3) Committee Recommendations

The legislation outlines the Purpose, Principles and Community Engagement and Racial Equity Criteria.

Committee Decision

The Nature in Neighborhoods Program Design and Review Committee has made the following recommendations.

Community Engagement and Racial Equity Criteria[xciii]

The Capital Grants Pilot must satisfy **all of the following community engagement and racial equity criteria.**

- Meaningfully engage with communities of color, Indigenous communities, people with low incomes and other historically marginalized communities in planning, development and selection of projects.
- Prioritize projects and needs identified by communities of color, Indigenous communities, low-income and other historically marginalized groups. Metro has found ways to prioritize these communities in ways that do not violate the law, like outreach or reducing barriers.
- Demonstrate accountability for tracking outcomes and reporting impacts, particularly as they relate to communities of color, Indigenous communities, people with low incomes and other historically marginalized communities.
- Improve the accessibility and inclusiveness of developed parks.
- Include strategies to prevent or mitigate displacement and/or gentrification resulting from bond investments.

- Set aspirational goals for workforce diversity and use of COBID contractors and work to reduce barriers to achieving these goals; demonstrate accountability by tracking outcomes and reporting impacts.

Climate Resilience Criteria[xciv], [xcv]

The Capital Grants Pilot must satisfy one of the following resilience criterion.[xcvi]

- Protect, connect and restore habitat to support strong populations of native plants, fish and wildlife that can adapt to a changing climate.
- Protect and restore floodplains, headwaters, streams and wetlands to increase their capacity to handle stormwater to protect vulnerable communities from flooding.
- Increase tree canopy in developed areas to reduce heat island effects.
- Use low-impact development practices and green infrastructure in project design and development.

Program criteria[xcvii], [xcviii]

The Capital Grants Pilot investments must satisfy one of the following criteria**.** [xcix]

- Build wealth in communities of color, Indigenous communities, low-income and other historically marginalized communities through contracting and jobs.
- Improve human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities.
- Nurture a relationship with land and create educational opportunities (including Science, Technology, Engineering, Art and Math [STEAM] opportunities) and promote careers in the environmental and agricultural sector, especially for people and youth of color.
- Demonstrate leadership by Black, Indigenous, and People of Color in project identification, selection, design and implementation.[c]

On June 21, 2022, the committee is still in discussion about these criteria:

- Increase accessibility of public, park, and other natural spaces. [ci]
- Consider and approach the issue of houselessness in a sensitive and humanizing way.
- Create easy access to nature from transit and for people walking or biking.

C. Project Eligibility

1) Purpose and Summary

Proposed projects must fulfill the following minimum requirements to be considered. [1]

- Partners
- Project/Proposal Requirements & Eligibility
- Eligible projects/grantees
- Grant sizes

2) Legislation guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics.[cii]

What are the minimum **program requirements** for the Capital Grants Pilot?

- To maximize the impact of investments, projects must demonstrate strong partnerships between community-based organizations and public (non-federal) agencies.
- Grant funds must be expended within the Urban Growth Boundary and/or the Metro jurisdictional boundary or as approved by the Metro Council.
- Projects must be clearly achievable given the knowledge, skills and resources available among project partners.
- Expenses must be associated with capital projects only. Funds cannot be used for general operating expenses. Administrative costs will not be eligible for reimbursement in this program. The only reimbursable costs are related to the capital project plus up to 10% for project management staff time.
- Projects that involve the acquisition of properties or easements must be negotiated with willing sellers.
- Grantees will be required to evaluate their projects. Progress reports would suffice.

Who can apply for the Capital Grants Pilot? [ciii]

Capital grants are intended to support community-driven initiatives; therefore, partnerships are key to a successful proposal. Tribal governments, public schools, non-profits, community-based organizations, local governments and special districts can apply for grants.

To maximize the impact of investments, projects must demonstrate strong partnerships between community-based organizations and public (non-federal) agencies. [civ]

The final capital asset must be publically owned. Tribal governments, non-profits, and community-based organizations would have to partner with a state/local/federal government to be eligible for the Capital Grants. Tribes may not considered a public entity under Oregon law, for purposes of the lending of credit prohibition that applies to general obligation bond proceeds. As requested by Metro's tribal relations specialist, Metro may or may not be eligible to be a beneficiary of the Capital Grants as a partner to tribal governments.

Definitions

What is a capital project? [cv]

Land or other assets acquired or created with Metro bond funds must be owned by the public and capitalized by a non-federal public entity. [cvi] *Tribes are not considered a public entity for the reasons referenced above.*

Expenses must be a capital expense. Funds cannot be used for general operating expenses. [cvii]

"Bond proceeds must be spent on capital costs, which could include, but are not limited to, costs for land acquisition, design, planning and construction, general and program administrative expenses, bond issuance costs and reimbursable bond preparation expenses related to community engagement, design, planning and feasibility of the acquisition and capital construction program."[cviii] Projects may be required to partner with a jurisdiction to help develop (i.e. plan, engineering or architectural plans) and jurisdictions would be required to own the capital asset.

3) Committee Recommendations

The legislation outlines the **program requirements, applicants and definitions of eligible projects.**

Committee Decision

Committee confirms to divide the funding pot. [cix], [cx]

Committee confirms that the grant funds be divided by budget. [cxi], [cxii]

Committee confirms that there should be a grant or budget floor and ceiling. [cxiii], [cxiv]

Metro staff recommends a $10,000 grant minimum for small projects to reduce administrative burden and still allows for small-scale neighborhood-level investments. It allows smaller and new community-based orgs to participate as leaders. Metro staff recommends a ceiling of $50 - 100, 000 for smaller projects and $250,000 for larger projects. [cxv], [cxvi]

One June 21, 2022 Funding thresholds / grant limits still in discussion

D. Evaluation Criteria / Vetting

1) Purpose and Summary

The purpose, principles and criteria serve as the basis for the evaluation criteria for vetting the project proposals submitted during the idea collection phase.

2) Legislation guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics. [cxvii]

What is the role of the committee?

A committee, staffed by Metro, will be established to:

1) Review all projects and make funding recommendations to the Metro Council. *Metro legal staff recommends a similar process for the committee to the past Capital Grants review committee process: the review committee meets to decide on grant award recommendations; staff writes a memo to Metro Council; staff writes a resolution and staff report that identify the committee members and their recommendation to Metro Council; and Metro Council awards the grants. For example, the committee would evaluate to recommend which proposals to bring to the community vote and then recommend the grant awards based on the outcomes of the community vote to the Metro Council.*

2) Evaluate the effectiveness of the program.

Metro staff will consult with experts from a wide variety of backgrounds including those with academic, professional and lived experience on best practices related to water quality, habitat restoration, and traditional ecological knowledge in order to offer technical assistance to … the committee on creating the greatest benefits for people, plants and wildlife. *If the committee is composed of members with or provided with trainings in these areas of expertise, that would satisfy this requirement.*

3) Committee Recommendations

The legislation outlines the role of the committee and Metro staff in evaluation of projects. For the Capital Grants Pilot, this vetting will occur after the idea collection and before the community vote.

Committee Decision

E. Review and Approval Process

1) Purpose and Summary

Community volunteers and government staff distill ideas, refine project ideas, and develop them into feasible projects that come back to the community for deliberation and final, binding vote. The projects with the most votes are implemented.[5]

See above descriptions of the process of idea collection, project development and community vote.

2) Legislation guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics.[cxviii]

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

Grants will be solicited and awarded at least once per year.

More than one process for selecting projects may be created to respond to project size, scope and complexity, *such as the Capital Grants Pilot.*

A review committee, staffed by Metro, will be established to review all projects and make funding recommendations to the Metro Council. *For example, after the community vote has occurred, the review committee could recommend the grant awards based on the outcomes of the community vote.*

The Metro Council will make all grant awards.[cxix] *For example, after the community vote has occurred, Metro Council could validate or approve the results of the vote and make the grant award based on that outcome.*

3) Committee Recommendations

The legislation outlines the approval process.

Committee Decision

See above discussion regarding idea collection, project development and community vote processes.

V. After Funding Award

A. Funding requirements

1) Purpose and Summary

This section describes the match and funding requirements of the Nature in Neighborhoods Capital Grants Pilot program.

- Match
- Reimbursement

[5] https://www.pboregon.org/what-is-pb

2) LEGISLATION GUIDANCE

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics.[cxx]

What are the funding requirements and mechanisms for the Capital Grants Pilot? [cxxi]

- The program will allow for flexible match requirements to maximize racial equity outcomes. The program will also encourage projects that leverage additional government and private funding to increase the overall program impacts. Match may be cash, in-kind donations of goods or services, staff time or volunteer hours from sources other than Metro. *Flexible match requirement could include the two-to-one match required for 2006 Bond Nature in Neighborhoods capital grants or another match requirement to-be-determined.*
- Metro may award funds to a project with conditions of approval, including the need to meet matching requirements.
- Applicants must demonstrate that there are long-term designated funds available to maintain the project for its intended purpose. *Examples of this include a commitment in writing of who is paying long term maintenance (e.g. government asset owner, applicant or partner) and audited financial statements from the organization who is paying for the long-term maintenance with a clean audit opinion.*
- Grant funds are typically provided on a reimbursement basis. *Legal staff has stated that this means having a reimbursement component, but the actual percentage is not defined. For example, the Local Share program offers upfront payments. However, local governments typically will have more resources to reimburse Metro and the same might not be true for other non-profits or community groups. Financial staff would be fine mirroring the 30% up-front from the levy Nature in Neighborhoods community grants program.*
- No more than 10 percent of grant funds will be used for staff time directly related to a project; projects that address racial equity may exceed 10 percent as approved by the Metro Council. Overhead and/or indirect costs are not reimbursable, but can be used to meet matching requirements.

What are the budgets that will be required for Capital Grant Pilot projects?[cxxii]

Each grant recipient jurisdiction will be required to submit a project budget alongside their project proposal. The project budget submitted should outline the total project cost summarized by major spending category and should include whether each line is a direct project cost or an administrative capital cost. The *grantee* should prepare project scopes and budgets with care, applying conservative estimates. A percentage of project budget should be set aside as contingency to cover unforeseen expenses. The amount of contingency should be based on each jurisdiction's standard project management practices. It is anticipated that project budgets will be best estimates and construction costs will likely fluctuate over the life of each *IGA or grant contract.*

If projects end up costing less, *grant recipients will return the additional contingency funds*. Alternatively, Metro does not have additional funds to cover added expenses or project budget overages. Budget overages are the responsibility of the grant recipient.

What is the definition of capital costs for the Capital Grants Pilot?[cxxiii]

"Administrative Costs" means Capital Costs that are not Direct Project Costs, including program development expenses, administrative and finance staff support, expenses related to board community engagement and outreach, and any other payments that are required to facilitate bond-funded capital projects but are not directly tied to a project.

"Capital Costs" means costs that are considered capital under generally acceptable accounting principles (GAAP), which costs include the costs of capital construction, capital improvements or other capital costs, as those terms are defined by the relevant provisions of the Oregon Constitution and Oregon law (including ORS 310.140). Each jurisdiction should also

ensure that the costs incurred as capital adhere to their own internal capital policies. Capital costs can include staff time to the extent it is allowable under each jurisdictions existing financial policies.

"Direct Project Costs" means Capital Costs that are expended for the acquisition, development, or construction of a Metro Parks and Nature bond-funded project.

Eligible capital costs[cxxiv]

The Nature in Neighborhoods Capital Grants are being funded using general obligation bond proceeds. General obligation bonds (sometimes referred to as GO bonds) may only be used to pay for expenditures that constitute qualified capital costs, consistent with Oregon law. Capital costs are costs that can be capitalized under generally acceptable accounting principles (GAAP). Capital costs can include the costs of capital construction, capital improvements or other capital costs as defined by the relevant provisions of the Oregon Constitution and Oregon law (including ORS 310.140). Each grantee should refer to and abide by its own policies regarding what constitutes a capital cost.

As outlined in ORS 310.140, capital costs include land and other assets having a useful life of more than one year, and can include costs associated with acquisition, construction, improvement, remodeling, furnishing and equipping. Capital costs do not include costs of routine maintenance, supplies or general operating expenses.

Each grant recipient jurisdiction may, based on its financial policies, make its own determination as to what constitutes a capital cost, so long as it is consistent with state law. *The only reimbursable costs are related to the capital project plus up to 10% for project management staff time.*

3) Metro Recommendations

The legislation outlines most of the funding requirements.

Metro may further determine the flexible match requirements.

B. Agreements

1) Purpose and Summary

This section discussed the contractual agreement, insurance requirements and reimbursement procedures with Metro after receiving a funding award.

- Contracts
- Reimbursements
- Insurance requirements

2) Legislation guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics.[cxxv]

What is the contract period for these grants? [cxxvi]

Grantees will have up to two years to address these conditions of approval before entering into a grant agreement with Metro. Upon entering into a grant agreement with Metro, the grantee will have up to three years to complete the project. Metro's Chief Operating Officer may approve extensions up to a maximum five-year term if a project encounters unforeseeable delays. *Contracts are for three years. If contract extensions are needed, the COO must approve the extension and can do so for up to a maximum five-year term.*

What happens to unspent funding? [cxxvii]

Nature in Neighborhoods capital grants projects funded by the 2019 bond measure must be maintained for their intended purpose established in the grant application, such as natural area, wildlife habitat, water quality, trail or recreation purpose. After five years, the Metro Council may reallocate unspent and unobligated funds to other program areas, up to any maximum program funding amount(s). Agreements for any public interest in land must be negotiated with willing sellers. Local governments may not exercise their powers of eminent domain in the implementation of this measure. *It's unclear whether this indicates five years after the grant award, a program specific date, or the bond issuance date (May 2020).*

3) Metro Recommendations

Metro procurement determines contracts, reimbursements and insurance requirements.

C. Grant Management

1) Purpose and Summary

This section specifically is for how the projects will be monitored and evaluated after receiving a funding award.

- Measurements
- Process
- Progress reporting requirements

2) Legislation Guidance

The 2019 Parks and Nature Bond outlined purpose, principles and criteria and minimum requirements to which the Nature in Neighborhoods Capital Grants Pilot must legally adhere. Those are listed below with explanations in italics.[cxxviii]

How will the Capital Grants Pilot be accountable?

An independent community advisory committee will review progress in the implementation of Metro's bond measure, including protection of land, local and community project implementation, capital construction of Metro park and regional trail projects, and grant program administration. This committee, the Natural Areas and Capital Program Performance Oversight Committee, gives the Metro Council and the region's residents an independent, outside review of the capital program. The committee's charge and responsibilities will include oversight of Metro's efforts to meet the racial equity and climate resiliency criteria and outcomes described in this measure.[cxxix] *According to the Oversight Committee Bylaws, the Oversight Committee will provide general oversight and review whether bond programs are run efficiently and whether bond programs meet the bond goals and bond criteria.*

3) Metro Recommendations

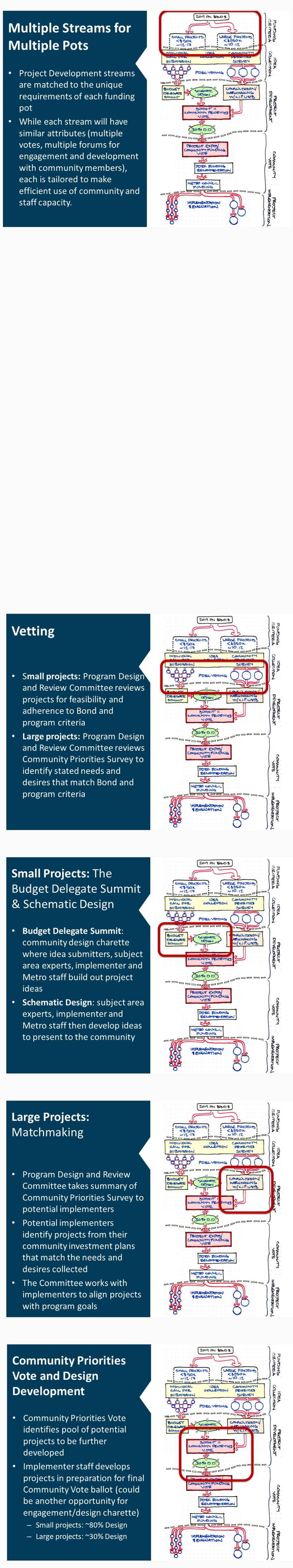
[i] PN Bond newsletter, November 2021.
[ii] Program Design and Review Committee Application, October 2021.
[iii] Resolution No. 19-4988, Exhibit D.
[iv] Resolution No. 19-4988, Exhibit D.
[v] Resolution No. 19-4988, Exhibit D.
[vi] Resolution No. 19-4988, Exhibit D.
[vii] Legal and Fiscal Framework Memo, August 24, 2021.
[viii] Legal and Fiscal Framework Memo, August 24, 2021.
[ix] Resolution No. 19-4988, Exhibit D.
[x] Legal and Fiscal Framework Memo, August 24, 2021.
[xi] Resolution No. 19-4988, Exhibit D.
[xii] Legal and Fiscal Framework Memo, August 24, 2021.
[xiii] Resolution No. 19-4988, Exhibit D.
[xiv] Resolution No. 19-4988, Exhibit D.
[xv] Scope of Work Diagram, Gabrielle Brown, January 18, 2022.
[xvi] Draft Capital Grants Pilot Timeline, Gabrielle Brown, March 2022.
[xvii] https://www.participatorybudgeting.org/what-is-pb/
[xviii] Memo, Participatory Process Participatory Process Implementation Model, April 19, 2022.
[xix] Memo, Participatory Process Participatory Process Implementation Model, April 19, 2022.
[xx] Nature in Neighborhoods Program Design and Review Committee meeting and notes, April 26, 2022.
[xxi] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[xxii] Funding stream diagram v5 copy, Gabrielle Brown, May 2, 2022.
[xxiii] Nature in Neighborhoods Program Design and Review Committee meeting and notes, April 26, 2022.
[xxiv] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[xxv] Nature in Neighborhoods Program Design and Review Committee meeting and notes, April 26, 2022.
[xxvi] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[xxvii] Nature in Neighborhoods Program Design and Review Committee meeting and notes, May 24, 2022.
[xxviii] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[xxix] Memo, Options for consideration: Community Engagement for Brainstorming ideas phase, January 24, 2022.
[xxx] Memo, Options for consideration: Community Engagement for Brainstorming ideas phase, January 24, 2022.
[xxxi] Resolution No. 19-4988, Exhibit D.
[xxxii] Nature in Neighborhoods Program Design and Review Committee meeting and notes, May 24, 2022.
[xxxiii] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[xxxiv] Memo, Options for consideration: Project Development, February 9, 2022.
[xxxv] Adapted from Participatory Budgeting Oregon glossary of August, 25 2021.
[xxxvi] Adapted from Participatory Budgeting Oregon glossary of August, 25 2021.
[xxxvii] Adapted from Participatory Budgeting Oregon glossary of August, 25 2021.
[xxxviii] Memo, Options for consideration: Project Development, February 9, 2022.
[xxxix] Resolution No. 19-4988, Exhibit D.
[xl] Resolution No. 19-4988, Exhibit D.
[xli] Resolution No. 19-4988, Exhibit D.
[xlii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[xliii] Resolution No. 19-4988, Exhibit D.
[xliv] Nature in Neighborhoods Program Design and Review Committee meeting and notes, April 26, 2022.
[xlv] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[xlvi] Nature in Neighborhoods Program Design and Review Committee meeting and notes, April 26, 2022.
[xlvii] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[xlviii] Nature in Neighborhoods Program Design and Review Committee meeting and notes, April 26, 2022.
[xlix] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[l] Nature in Neighborhoods Program Design and Review Committee meeting and notes, May 24, 2022.
[li] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.

[lii] Nature in Neighborhoods Program Design and Review Committee meeting and notes, May 24, 2022.
[liii] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[liv] Memo, Options for consideration: Community Vote, February 25, 2022.
[lv] Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.
[lvi] Adapted from Glossary, Participatory Budgeting Oregon, August, 25 2021.
[lvii] From PN Bond Criteria Memo, 1/12/2022
[lviii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[lix] Memo, Options for consideration: Community Vote, February 25, 2022.
[lx] Memo, Legal Guidance, Capital Grants Pilot, Metro, August 24, 2021.
[lxi] Resolution No. 19-4988, Exhibit D.
[lxii] Memo, Legal Guidance, Capital Grants Pilot, Metro, August 24, 2021.
[lxiii] Nature in Neighborhoods Program Design and Review Committee meeting and notes, May 24, 2022.
[lxiv] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[lxv] Nature in Neighborhoods Program Design and Review Committee meeting and notes, May 24, 2022.
[lxvi] Capital Grants Pilot Decision Tree Mural Board, downloaded June 16, 2022.
[lxvii] Memo, Evaluation of Participatory Budgeting Process, March 16, 2022.
[lxviii] Metro Parks and nature bond measure, background, https://www.oregonmetro.gov/public-projects/parks-and-nature-bond-measure/background, April 2022.
[lxix] https://www.oregonmetro.gov/public-projects/parks-and-nature-bond-measure, 2022.
[lxx] Metro Parks and nature bond measure, background, https://www.oregonmetro.gov/public-projects/parks-and-nature-bond-measure/background, April 2022.
[lxxi] Metro Parks and Nature Annual Report 2020-2021, https://www.oregonmetro.gov/news/parks-and-nature-2021-community-investments , April 2022.
[lxxii] Metro Parks and Nature Bond update, https://www.oregonmetro.gov/news/parks-and-nature-bond-update-capital-grants-pilot-participatory-budgeting-design-committee , Oct. 27, 2021.
[lxxiii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[lxxiv] Information session, Nature in Neighborhoods Capital Grants Pilot, November 9, 2021.
[lxxv] Participatory Budgeting Project Manual

[lxxvi] Participatory Approaches in Funding

[lxxvii]Resolution 16-4686, Title 13 Report, 2016.
[lxxviii] Metro Parks and nature bond measure, background, https://www.oregonmetro.gov/public-projects/parks-and-nature-bond-measure/background, April 2022.
[lxxix] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[lxxx] Resolution No. 19-4988.
[lxxxi] Exhibit A to Resolution No. 19-4988
[lxxxii] Resolution No. 19-4988, Exhibit D.
[lxxxiii] Resolution No. 19-4988, Exhibit D.
[lxxxiv] Resolution No. 19-4988, Exhibit D.
[lxxxv] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[lxxxvi] Resolution No. 19-4988, Exhibit A.
[lxxxvii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[lxxxviii] Resolution No. 19-4988, Exhibit A.
[lxxxix] Resolution No. 19-4988, Exhibit A.
[xc] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[xci] Resolution No. 19-4988, Exhibit D.
[xcii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[xciii] Resolution No. 19-4988, Exhibit A.
[xciv] Resolution No. 19-4988, Exhibit A.
[xcv] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.

[xcvi] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[xcvii] Resolution No. 19-4988, Exhibit D.
[xcviii] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[xcix] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[c] Revised criteria language, Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[ci] Revised criteria language, Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[cii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[ciii] Resolution No. 19-4988, Exhibit D.
[civ] Resolution No. 19-4988, Exhibit D.
[cv] Email, Metro Staff, March 2, 2021. Adapted from Local Share Handbook.
[cvi] Resolution No. 19-4988, Exhibit D.
[cvii] Resolution No. 19-4988, Exhibit D.
[cviii] Resolution No. 19-4988, Exhibit A.
[cix] Nature in Neighborhoods Capital Grants Pilot Program Design and Review Committee meeting and notes, A
[cx] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[cxi] Nature in Neighborhoods Capital Grants Pilot Program Design and Review Committee meeting and notes, DATE?
[cxii] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[cxiii] Nature in Neighborhoods Capital Grants Pilot Program Design and Review Committee meeting and notes, DATE?
[cxiv] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[cxv] Nature in Neighborhoods Capital Grants Pilot Program Design and Review Committee meeting and notes, DATE?
[cxvi] Goals, Values and Criteria Mural Board, downloaded June 16, 2022.
[cxvii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[cxviii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[cxix] Resolution No. 19-4988, Exhibit D.
[cxx] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[cxxi] Resolution No. 19-4988, Exhibit D.
[cxxii] Local Share Handbook, 8.3, Metro StaffMarcia Sinclair, March 2021.
[cxxiii] Email, Metro StaffMelissa Weber, March 2, 2021. Adapted from Local Share Handbook.
[cxxiv] Local Share Handbook, Metro StaffMarcia Sinclair, March 2021.
[cxxv] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[cxxvi] Resolution No. 19-4988, Exhibit D.
[cxxvii] Resolution No. 19-4988, Exhibit D.
[cxxviii] Memo, Legal Fiscal Framework, Capital Grants Pilot, August 24, 2021.
[cxxix] Exhibit A to Resolution No. 19-4988



Process

Jeffrey | Kevin | Theresa | Blanca | Jairaj | Alisa | Metro

Project Development Framework (4/26)

Core Concepts:
- Split stream
- PDRC vetting
- Multiple votes
- Multiple rounds of engagement (community/implementer forums)

Discussion & Pre-work:
- Does/can this framework align with stated **Goals and Values**?
- What are the **strengths, weaknesses, opportunities, and concerns** with this framework?

Q: Does the Committee approve this framework?

Y | Discussion, clarifications, questions | N

- I like the multiple touchpoints for community participation/feedback!
- I'm leaning towards few bigger project and some smaller ones given the total $/yr
- Splitting the pot introduces a level of complexity and ultimately work (not necessarily bad), but expect setbacks

Is this our final decision? ✔

Q: What is the threshold between funding pots?

Discussion, clarifications, questions

- Traditional ways of funding have been small scale and short term - would this funding opportunity be multi-year and large enough for CBOs to increase capacity as well as retain staff who are working on these projects? -Jairaj
- or programs that fund BIPOC youth interns to provide some capacity and job training
- or a tiered scale? large - $100k medium - $50k small - $10k?
- 4/26 meeting: presented with: small up to $100,000 and large up to $250,000

✔ $100,000 threshold — final decision?

Q: What is an appropriate balance between the funding pots?

Discussion, clarifications, questions

- i.e. 2 large, 19 small for $0.5M and $1.5M; 4 large, 13 small for half $1M /half $1M
- 2/3 large; 1/3 small
- half and half
- 2/3 small; 1/3 large
- 1-2 big ones & several smaller ones?
- Predict size that may come in: 1/3 large, 2/3 smaller? Kevin
- Larger funding doesn't always translate to larger community impact (for one-off projects). It's important to consider that awarding many "small projects," especially at the earlier stages, could help with building institutional trust while supporting CBOs to apply for larger grants in future iterations. (aligns with Guidebook's goals in pp 14-16)
- Observation: The comments here & our first discussion seemed to lean towards more smaller projects, but the most recent vote suggests more funding for large projects. What do y'all think has driven this shift?

✔ Metro recommendation: compromise at 1:1 small:large

Project Development (5/10)

Vetting

Considerations & Context:
- The number of Summit projects will likely be determined by budget.
- How will the Committee score projects using their criteria?
- Ex. Each criterion worth 1 point or weighted?
- Will there be subjective scoring at the margin?

Q: How will the Committee use the established criteria to vet projects & narrow the project pool for Summit development?

Discussion, clarifications, questions

- For NiN Grants - typical graded score ofr 0-5 points for each of 5 application question for 25 total points, then use as a starting point for discussion
- Weighting reflective of criteria voting
- I like not weighting on communities vs. type of project, but weighting the criteria or communities that we voted for vs. the ones we didn't vote for
- sounds like it's going to be the who benefits & what kind of project combined here - if there is an imbalance # of criterias between the 2 I'd vote for weighted
- I like the graded scoring approach, as using a dichotomous approach loses context. BUT...
- Weighting on community impacts? See Project Evaluation Matrix (p. 14 of PB Cambridge '21 Guide)

✔ Graded scoring: Committee will decide weights for each criteria based on prioritization vote & discussion

Budget Delegate Summit/ Schematic Design

Considerations & Context:
- Should the Budget Delegate Summit be limited to small projects?
- Can attendees combine or adapt project ideas into larger projects?
- Additional details to be decided over subsequent meetings as we discuss community engagement.

Q: Does/can a Budget Delegate Summit meet the intent, goals, and values of this program?

Y | Strategic direction: discussion, clarifications, questions | N

- yes if done correctly, and if we make sure we also go to them rather than just expecting them to come to us
- Yes to openhouses, assemblies, (virtual) summits, and charrettes, surveys, (provided with childcare, stipends, food, interpretation and other incentives & accomodations)
- Promote and support subcontracting between larger contracted organizations and smaller organizations further deepen work with targeted communities?
- Yes, the matchmaking below for large projects is meant to address that issue. For small projects, this summit could address this issue.

✔ Yes, contingent on event & engagement profile
- Engaging communities of interest in their spaces
- Providing resources necessary for inclusion & accessibility

Large Project Matchmaking

Considerations & Context:
- How will the Committee summarize survey results to present to jurisdictions?
- How will the Committee determine if projects suggested by jurisdictions match survey results?
- How exactly will projects have to match survey results?

Q: Does/can a community survey and matchmaking process meet the intent, goals, and values of this program?

Y | Strategic direction: discussion, clarifications, questions | N

- Example from Metro Local Share in 2022: THPRD playground was on CIP list; being created as a nature play area (which would fit the NiN Capital Grant program)
- yes for me but also a little abstract as well - Theresa
- surveys are important - but making it accessible in different languages and having in person paper versions can be helpful to address digital divide.
- The idea sounds good but the process a bit abstract --> For transparency of the process, warrants targeted education and outreach

✔ Yes, contingent on survey design & matchmaking process
- Survey: available in-person, in multiple languages, clear in purpose
- Racial equity & engagement requirements of CIP projects

Preliminary Community Vote

Considerations & Context:
- Balance between more projects for the community to choose amongst on final ballot but more projects developed that won't ultimately be funded or fewer projects developed with higher proportion of projects funded.

Q: How many projects will be approved through this vote for further development (more development = more unfunded)?

Discussion, clarifications, questions

- Typical for NiN Capital Grants, 150% of funding limit would go through the pre-application to invitation for full application
- kind of hard to predict community behavior
- important to make this process community centered and activate new community members to stay involved.
- **Open** = **more projects approved** for further development, **greater burden** on community & implementers, **more investment & development** for projects that won't be approved in final vote, **more choices in final vote**.
- **Closed** = **fewer projects approved** for further development, **lower burden** on community & implementers, **less investment & development** for projects that won't be approved in final vote, **fewer choices in final vote**.
- I want to say more projects (to the extent it's not a burden), since it means more community decision-making at an early stage, where some projects [straying from classic model but representative of community] get filtered out by bias...

✔ Metro recommendation: TBD depending on project pool

Design Development

Considerations & Context:
- Projects are developed to a sufficient level to be evaluated by community.
- Secondary development is more technical, so leaning on staff and contractors would be more efficient. Even with a second charette, final materials would still be implementer-prepared prior to the final vote. A second charette would give the community an additional touchpoint and allow for more input on the final proposal.

Q: Is secondary development via charette or implementer-prepared?

< Budget Delegate Summit | Implementer prepared >

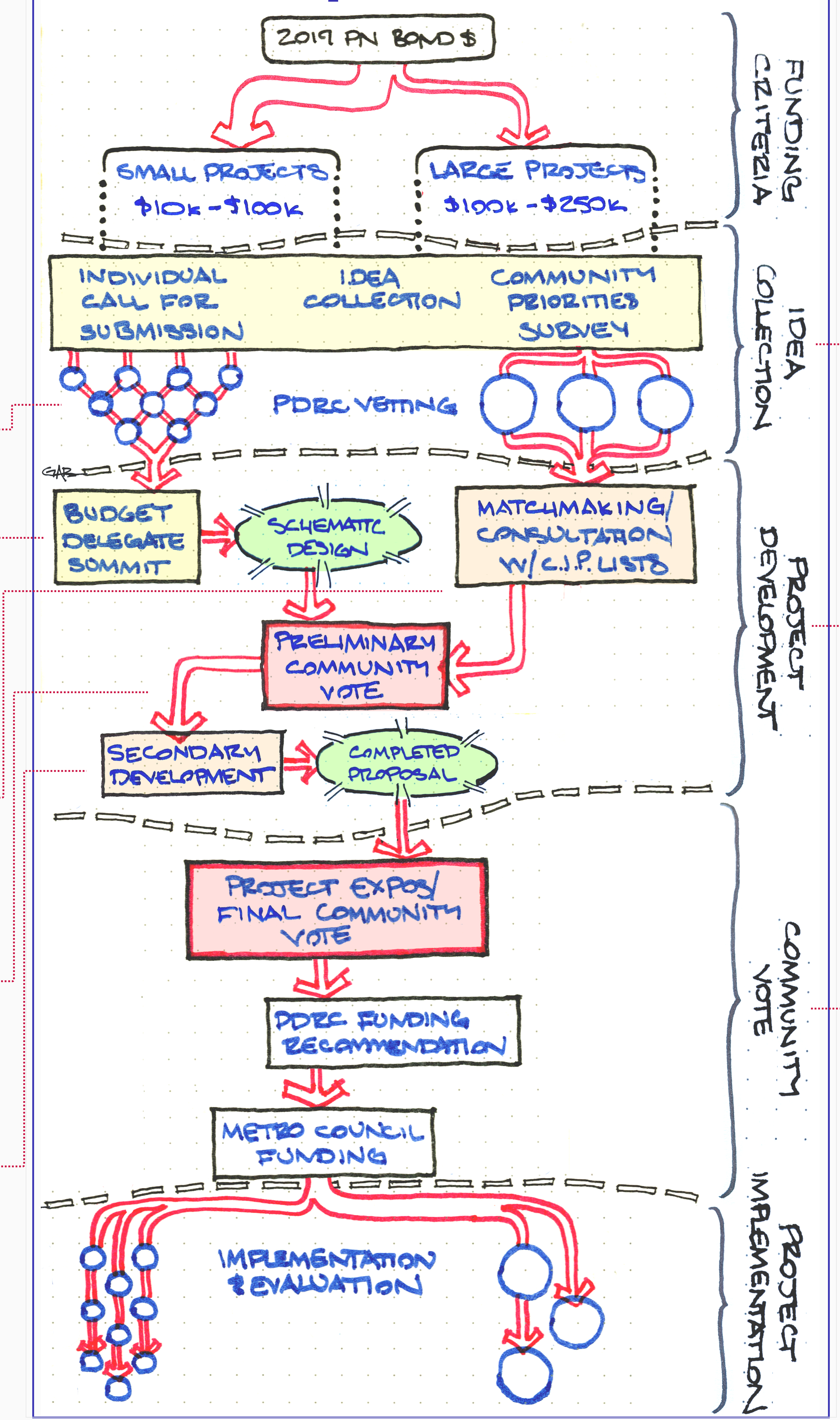
Discussion, clarifications, questions

- Many of my engagement experience expressed wanting opportunity to follow up for more inputs or for people to follow up with them.
- If more technical, implementer-prepared could maybe be alright if it lessens the burden on budget delegates and keeps them informed/ opportunity to review or provide feedback as needed

✔ Budget Delegate Summit for additional touchpoint w/ follow-up by implementer during final development/ballot preparation

Capital Grants Pilot Decision Tree

Implementation and Project Development Framework

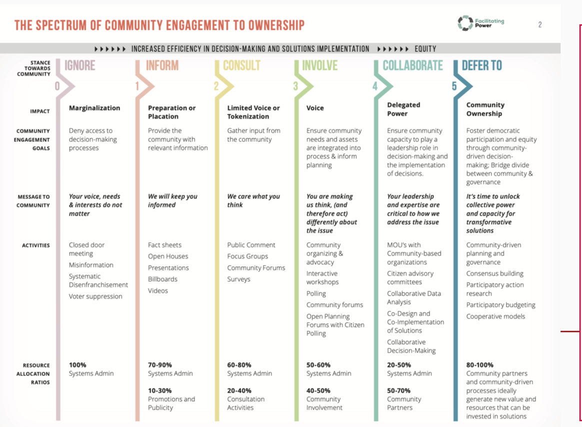


Reflective Questions, Racial Equity Framework

Goals and Outcomes:
- How does this decision advance racial equity?
- What are the racial equity outcomes that will be affected by this decision?
- Does this decision reflect our racial equity principles?

Benefits and Burdens:
- Who will benefit from this decision?
- Who will be burdened by this decision?
- What racial inequities are being produced or perpetuated by this decision?

Resources and Partners:
- What resources are needed for this decision to be successful?
- What other decisions, practices, or processes are necessary to ensure succcess?
- What partnerships are needed to ensure success?



Target Populations

Environmental Justice
Center communities that are disproportionately impacted by pollution and environmental hazards, and/ or disproportionately vulnerable to climate change-related disasters

Underserved Communities
Center communities that are or have been historically underinvested, nature-deficient, represent intersecting marginalized identities, and/or communities impacted by displacement or gentrification.

Engagement

Jeffrey | Kevin | Theresa | Blanca | Jairaj | Alisa | Metro

Engaging Communities (5/24)

Goals & Priorities

Q: What are **inclusive and equitable community engagement strategies** we can use in this process?

Discussion, clarifications, questions

- Language translation.
- Photovoice gallary / gallery walks
- Make activities fun!
- Community group agreements maybe??
- Many of my engagement experience expressed wanting opportunity to follow up for more inputs or for people to follow up with them.
- utilizing community specific media outlets and chat groups
- partner with community engagement liaisons/ representatives
- going to existing community events rather than only relying your own events
- I love PB Cambridge's GIS platform for informing and collecting comments!

Project Development Budget Priorities

Considerations & Context:
- In this section, we will establish our principles and priorities for engaging target communities throughout the participatory process.
- Keep in mind the racial equity reflective questions above as we work through this section.
- Program priorities are limited by budget and personnel capacity, so it is important to prioritize where it is most important to maximize engagement.
- **Our draft budget emphasizes early engagement w/ target communities.**

Phase	Tasks	Allocation	% of Total	Total
0 General		$ 10,000.00	4%	$ 10,000.00
	0.1 Digital Platform (Idea Submission, Comment, Voting)			
3 Idea Collection		$ 60,000.00	24%	$ 70,000.00
	3.1 Online Community Info Session			
	3.2 Community Kickoff & Idea-Generating Event			
	3.3 Community Survey			
	3.4 Online Idea Submission			
	3.5 Community Tabling (In-person submission)			
	3.6 Compile & Summarize Community Ideas & Survey Results			
	3.7 Vet & Refine Community Ideas for Project Development			
4 Project Development		$150,000.00	60%	$220,000.00
	4.1 Budget Delegate Summit I			
	4.2 Schematic Design			
	4.3 Preliminary Community Vote			
	4.4 Budget Delegate Summit II			
	4.5 Secondary Development			
5 Community Vote		$ 30,000.00	12%	$250,000.00
	5.1 Project Expo (w/In-person voting)			
	5.2 Online Community Vote			
	5.3 Community Tabling (In-person voting)			
	5.4 Compile & Summarize Community Vote results			
	5.5 Prepare PDRC Recommendation for Metro Council			

Q: Between idea collection & voting, does this budget split reflect your vision and goals?

Discussion, clarifications, questions

Y | N

✔ Is this our final decision?

Idea Submission

Q: How can we **maximize engagement & inclusion** during Idea Submission?

Discussion, clarifications, questions

- Having staff fill out forms while giving space for delegates to speak and elaborate their ideas
- Variety of engagement activities (virtual, visual, open-ended, etc.)
- Make activities fun!
- Option to start with storytelling
- Explicitly describe our intentions of including those often excluded.
- going to existing community events rather than only relying your own events
- utilizing community specific media outlets and chat groups - ex) idea recruitment ad

Q: Is Idea Collection a **hybrid** process (online & in-person)?

Y | Discussion, clarifications, questions | N

✔ Is this our final decision?

Idea Collection
- **Small projects** concepts/ideas are submitted by community members and community-based org's
- Community priorities survey identifies community needs and desires for **large projects** in their neighborhoods

Q: How are ideas **submitted in-person**? (E.g., community events, info sessions, community public spaces like libraries, schools, religious spaces)

Discussion, clarifications, questions

- school events, community centers,
- going to existing community events rather than only relying your own events
- community liaison pickups
- Classic focus group events - we could call them "ideation stations" :)
- asking before going/promoting in a space

Budget Delegate Summits & Project Development

Q: How can we **maximize engagement & inclusion** through Budget Delegate Summits & Project Development?

Discussion, clarifications, questions

- Provide stipends to honor peoples time
- mock up project sites like Park(ing) Day displays
- different booths for different expert areas or projects
- have different sessions/rooms for different languages
- Project implementers and landscaper being receptive to ideas that may not be traditionally accustomed to

Q: Is the Budget Delegate Summit & Project Expo **one large** event each **or multiple smaller** events?

Discussion, clarifications, questions

- Multiple smaller to cover many people's varied work and life schedules.
- smaller, spread out events so folks have more time to think through ideas / let ideas develop
- Greensboro PB recommends at least 1 event for morning, weekend, and evening.

One large event | Multiple smaller events ✔

Is this our final decision?

Q: If more than one, how are these **organized** (by type, by neighborhood, etc.)?

Discussion, clarifications, questions

- East & West & South (ex: 2 in Hillsboro 2 in Gresham etc), maybe 1 centrally located
- Geographic makes the most sense I think. Also paying attention to neutral ground (ex: not at religious or political venues, etc.)
- Virtual + In-person options?
- Make it all virtual

✔ By neighborhood/location — final decision?

Community Votes

Q: How can we **maximize engagement & inclusion** through the project expos and community votes?

Discussion, clarifications, questions

- Mail-in option with info packet lessens the burden
- hybrid - in person can use things like stickers or ballots
- stickers on project location maps
- Educational materials if using more novel voting methods like Ranked-Choice
- Give voters option of being notified of voting results and/ or future civic engagement work with Metro.
- Freebies like Oregon Zoo tickets?!

Q: Are the Votes **hybrid** processes (in-person & online)?

Y | Discussion, clarifications, questions | N

✔ Is this our final decision?

Project Expos and the Community Vote
- Once projects are developed enough for grant application and Community Vote, presentations are prepared and project expos organized
- Projects are placed on a Community Vote ballot by project type or budget
- The People Vote!

Q: How is voting **distributed** among locations and resources? (E.g., ballot boxes, tabling at community events & spaces, flyers to residents)

Discussion, clarifications, questions

- ex) libraries, community centers, community events, health centers
- More voter ballot boxes/opportunities targeted towards voter suppressed communities in this process -- trust building!
- I like the idea of including the primary election drop box sites (linked), as it can lay a path for further civic engagement + representation + empowerment

Eligibility & Credentialing

Idea Submission & Community Survey

Q: What is the **age minimum** for **idea submission**?

Discussion, clarifications, questions

6+ | 11+ | 14+ | 18+

Staff note: we want to note that online participation with young children can be difficult, both logistically and ethically.

✔ 11+ — final decision?

Q: What is the **age minimum** for **the survey**?

Discussion, clarifications, questions

6+ | 11+ | 14+ | 18+

Definitely suggest a readability test for both idea submission and survey!

✔ 11+ — final decision?

Q: Should **idea submission and the survey** be **limited** to individuals and groups **within the program geography**?

Discussion, clarifications, questions

Staff note: the survey showed an even split. Follow up questions for discussion:
- Should both be limited to the program geography or only one of the two?
- What are the potential benefits and burdens of limiting idea submission or the survey to the program geography?

Both limited | Survey limited, idea submission unlimited | Both unlimited

✔ Survey limited, idea submission unlimited — Is this our final decision?

Q: How should age & geographic **eligibility be verified** to balance accessibility & legitimacy?

Discussion, clarifications, questions

- Need to provide an easy-to-use map, ideally a virtual one (or a PDF/ image with a link to the online map) for residents to confirm themselves if they live within the program geography!
- NYPB: "All voters must satisfy the eligibility requirements by completing an affirmation."

✔ Age: Affirmation; Geography: Zipcode

Community Votes

Q: Should the **two Votes** have **different parameters**? Is one more targeted than the other? (Ex: Preliminary Vote participation is limited to program geography while the Final Vote is Metro-wide)

Discussion, clarifications, questions

Staff note: there was consensus that the two votes **should have different parameters**:
- Why should they differ?
- How should they differ?

This decision does have a lot of implications for how voices of underserved communities are heard.

Both limited | Prelim limited; final Metro-wide | Both Metro-wide

✔ Preliminary vote limited to geography; Final vote Metro-wide

Considerations & Context:
- Following the principle of communities choosing how public money is invested in their communities, **PB processes often use a ballot that allows people to choose projects up to the funding limit.** If the pot is $50k and there are $100k worth of projects, they can choose up to the pot limit, regardless of how many projects are selected.
- This method usually requires either online or in-person facilitation.
- Various ranked choice options such as instant run-off or STAR methods might be easier to implement for drop-off or mail-in options, but would not have as direct a connection to the concept of community-sourced budget prioritization.

Ex. Vote to Buget Limit | Ex. Multiple Votes | Ex. Ranked Choice

Q: What **voting method** should be used (ranked choice, single vote, multiple votes, vote to funding limit)?

Discussion, clarifications, questions

Single Vote | Multiple Votes | Vote to Budget | Ranked Choice

- Depends on level of education or support we can give?
- I like the amount of info presented by PB Dieppe!

✔ Ranked Choice — final decision?

Q: How should we **balance online & in-person voting** to ensure both accessibility & legitimacy?

Discussion, clarifications, questions

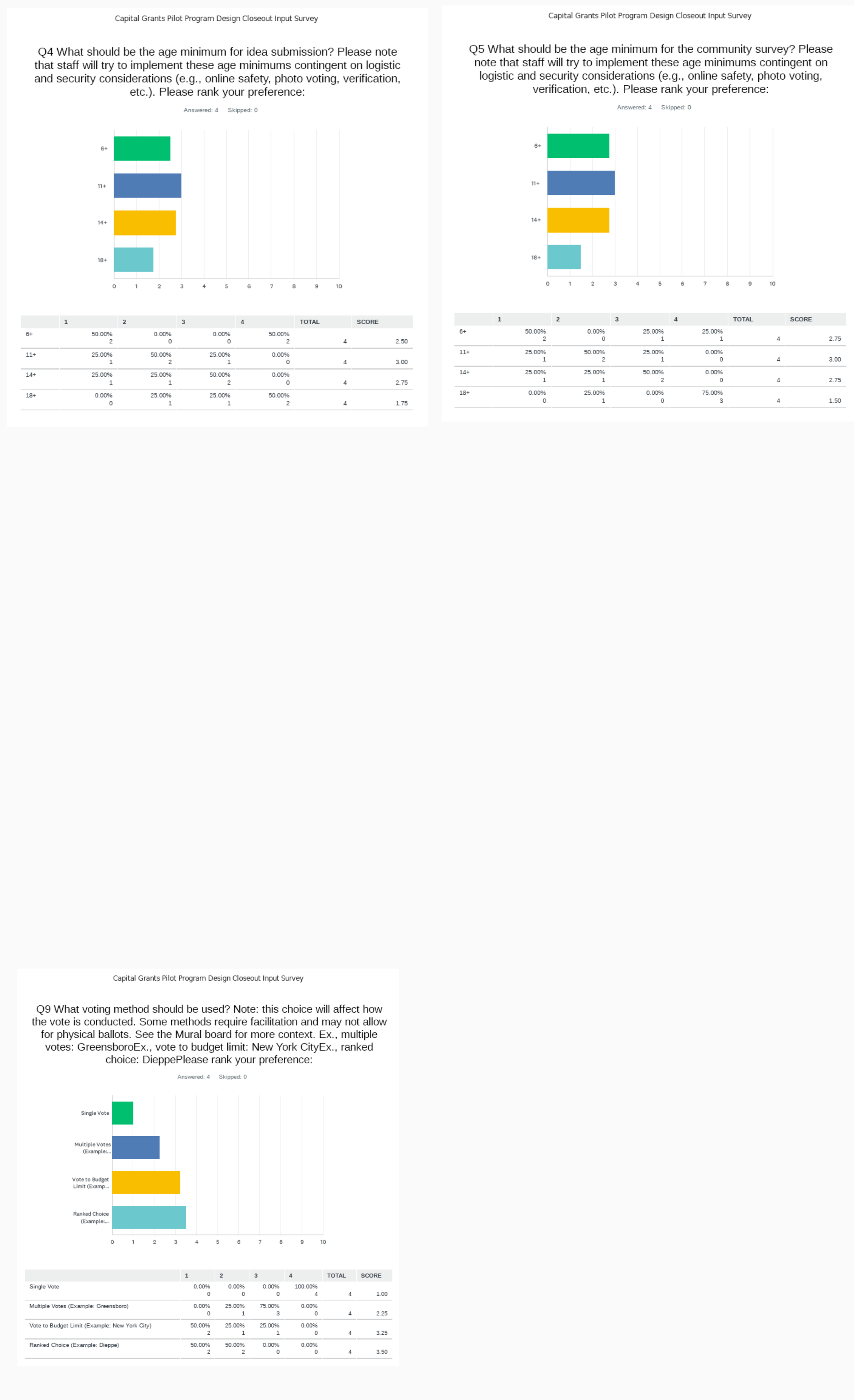
- Is there anything we can pull from past Metro/program voting data?

Q: Should voting **eligibility & credentialing** be the same as for idea submission and/or the survey?

Discussion, clarifications, questions

Staff note: while the majority responded **yes**, for the **no** respondent:
- How should eligibility and/or credentialing differ between idea submission and the survey?
- What are the important and/or notables differences between the two?

✔ Survey credentialing: zipcode affirmation; Idea submission: zipcode affirmation, volunteer contact info for follow-up and collaboration — final decision?



Project Criteria & Eligibility Selection

Goals and Values

PROCESS GOALS

- ★ General process goals for Metro:
  - Support, develop, and activate new and existing community leaders
  - Increase transparency in decision making process
- ★ Once geography is established,
  - Clearly define and establish what communities on which the project is being centered
  - Develop process goals and establish measures of successful outcomes through community-led processes

Comments, clarifications, suggested alterations?

agree | Agree | agree | Potentially "activate leaders &..."

Is this our final decision?

TARGETED POPULATIONS

- ❖ Committee recommendations for targeting participants & investment
  - ➢ Environmental justice: center communities that are disproportionately impacted by pollution and environmental hazards, and/or disproportionately vulnerable to climate change-related disasters
  - ➢ Underserved communities: center communities that are or have been historically underinvested, nature-deficient, represent intersecting marginalized identities, and/or communities impacted by displacement or gentrification.
- ❖ Instead of focusing on a particular population (e.g. youth or people with disabilities), use a **targeted universalist** approach:
  - ➢ Bring in the general population for crowdsourcing ideas, then engage underserved voices to ensure their voices are being heard
  - ➢ Engage multi-generational audiences to get a complete understanding of the community's needs.

Comments, clarification, suggested alterations?

neighborhoods at risk or currently experiencing gentrification

communities who are being/ have been displaced from gentrification

Include those disproportionally impacted by climate change

Targeted populations from Jamboard: "projects led by residents who hold marginalized identities"; JL: Metro Park & Nature's 24 "Target Areas"; JL: "communities of most need" (e.g., have NOT benefited from capital investments in recent years) by Philadelphia PB; I like this a little better: "projects led by people who identify as holding marginalized identities."

Communities subjet to historic redlining or displacement?

target nature-deficiant areas

communities displaced (influx of displaced individuals and communities)

Is this our final decision?

Criteria Selection

Jeffrey | Kevin | Theresa | Blanca | Jairaj | Alisa | Metro

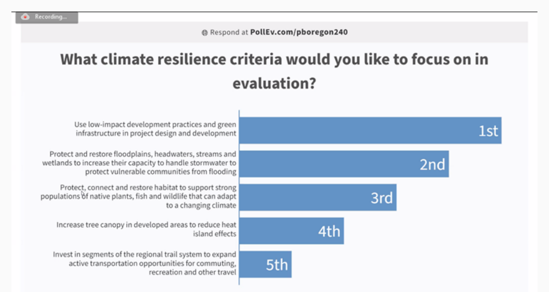
Community Engagement & Racial Equity Criteria

The Capital Grants Pilot must satisfy **all** of these requirements

- Meaningfully engage with communities of color, Indigenous communities, people with low incomes and other historically marginalized communities in planning, development and selection of projects.
- Demonstrate accountability for tracking outcomes and reporting impacts, particularly as they relate to communities of color, Indigenous communities, people with low incomes and other historically marginalized communities.
- Include strategies to prevent or mitigate displacement and/or gentrification resulting from bond investments.
- Prioritize projects and needs identified by communities of color, Indigenous communities, low-income and other historically marginalized groups. Metro has found ways to prioritize these communities in ways that do not violate the law, like outreach or reducing barriers.
- Improve the accessibility and inclusiveness of developed parks.
- Set aspirational goals for workforce diversity and use of COBID contractors and work to reduce barriers to achieving these goals; demonstrate accountability by tracking outcomes and reporting impacts.

Climate Resilience Criteria

The Committee must choose **one or more** of these criteria



- Protect, connect and restore habitat to support strong populations of native plants, fish and wildlife that can adapt to a changing climate.
- Protect and restore floodplains, headwaters, streams and wetlands to increase their capacity to handle stormwater to protect vulnerable communities from flooding.
- Increase tree canopy in developed areas to reduce heat island effects.
- Use low-impact development practices and green infrastructure in project design and development.
- Invest in segments of the regional trail system to expand active transportation opportunities for commuting, recreation and other travel.

Discussion, clarifications, questions

Do we want more narrow criteria (increasing chances success) or open (broadening project ideas)?

Do we need to consider how criteria funded currently?

I like an expansive approach. If we stuck with just low-impact development, we'll be missing out on hearing out the many (and unknown) lived challenges!

I would like to keep it broader. 1.) More tools to fight climate change; 2.) Would allow for flexibility in the future.

I would like to have a broader approach, but projects that fulfill more than one criteria gets a higher score

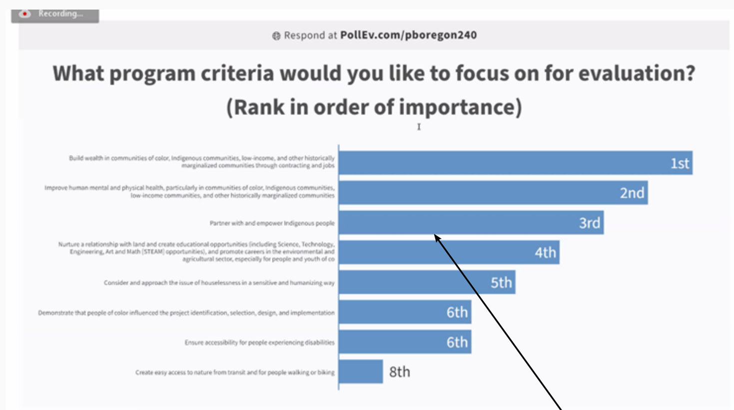
Would narrowing make it more difficult for CBOs to implement projects?

As a pilot, expansive approach could be useful to gauge interest and set later stages...

Is this our final decision?

Program Criteria

The Committee must choose **one or more** of these critertia



ANSWER CHOICES	RESPONSES	
Build wealth in communities of color, Indigenous communities, low-income communities and other historically marginalized communities through contracting and jobs.	75.00%	3
Demonstrate leadership by Black, Indigenous, and people of color in project identification, selection, design and implementation.	75.00%	3
Nurture a relationship with land and create educational opportunities (including Science, Technology, Engineering, Art and Math [STEAM] opportunities) and promote careers in the environmental and agricultural sector, especially for people and youth of color.	75.00%	3
Improve human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities.	50.00%	2
Increase accessibility of pubic, park, and other natural spaces.	50.00%	2
Consider and approach the issue of houselessness in a sensitive and humanizing way.	25.00%	1
Increase access to nature from transit and for people walking or biking.	0.00%	0
Total Respondents: 4		

- 2 — Improve human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities.
- 1 — Build wealth in communities of color, Indigenous communities, low-income and other historically marginalized communities through contracting and jobs.
- Demonstrate that people of color influenced the project identification, selection, design and implementation.
- 4 — Nurture a relationship with land and create educational opportunities (including Science, Technology, Engineering, Art and Math [STEAM] opportunities) and promote careers in the environmental and agricultural sector, especially for people and youth of color.
- 3 — Partner with and empower Indigenous people.
- Ensure accessibility for people experiencing disabilities.
- Create easy access to nature from transit and for people walking or biking.
- Consider and approach the issue of houselessness in a sensitive and humanizing way.

Revised:

- Improve human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities.
- Build wealth in communities of color, Indigenous communities, low-income and other historically marginalized communities through opportunity, contracting and jobs.
- Demonstrate leadership by Black, Indigenous, and People of Color in project identification, selection, design and implementation.
- Nurture a relationship with land and create educational opportunities (including Science, Technology, Engineering, Art and Math [STEAM] opportunities) and promote careers in the environmental and agricultural sector, especially for people and youth of color.
- Increase accessibility of public, park, and other natural spaces.
- Increase access to nature from transit and for people walking or biking.
- Consider and approach the issue of houselessness in a sensitive and humanizing way.

Discussion, clarifications, questions

HOMEWORK: Make language suggestions and continue discussion - 2-3 days before next meeting!

6 | 5 | 3

- Combined #3 & #5, per Theresa's comment as they're similar and to avoid syphoning votes from each other
- Changed influence --> leadership to avoid tokenizing relationships

- Made language broader to be more inclusive and less constrained to disability definitions of ADA
- Emphasizing projects to increase access in all public spaces, not just new projects ADA accessible

Could we say "accessibility and cultural inclusivity"?

#5 --> extend to applying ITEK (Indigenous Traditional Ecological Knowledge), creating space for spiritual and gathering, etc.?

I don't think the broad approach here is as achievable. Maybe top 3-4 choices.

Re: #2, From Climate Resilience Criteria Guidance: "'Increase the diversity of the...workforce engaged in climate work to reflect Oregon's population and to ensure effective climate adaptation' (DLCD, 2021) "

3rd have potential risk of tokenism

5th feels kind of generalized

i agree about tokenism-- is there a way to call for empowerment without generating tokenism?

5 seems like it could also generate tokenism

#3 and #5 can probably be combined, but emphasizing partnership over influencing

Re: #5, From Climate Resilience Criteria Guidance: "Include long-term relationship-building between Tribal and local/regional governments, which is essential to the 'full and effective participation of Indigenous peoples' "

Is this our final decision?

The 2019 Bond Purpose, Principles and Criteria

Purpose

This proposed 2019 bond measure will allow the region to continue efforts protecting water quality and wildlife habitat for generations to come.

This program will fund community-led projects, with an emphasis on benefitting historically marginalized communities.

These projects will protect and improve water quality and fish and wildlife habitat, support climate resiliency and/or increase people's experience of nature at the community scale.

All projects must satisfy required bond program community engagement, racial equity and climate resilience criteria ... as well as the Capital Grants requirements set forth below.

Principles

All of the following will guide the Pilot

- Serve communities through inclusive engagement, transparency and accountability
- Advance racial equity through bond investments
- Protect clean water for people, fish and wildlife
- Protect and restore culturally significant native plant communities
- Protect, connect and improve habitat for native fish and wildlife
- Take care of what we have (maintain, update and reinvest in regional and local destinations)
- Make parks and natural areas more accessible and inclusive
- Connect more people to the land and rivers of our region
- Invest in trails for biking and walking
- Support community-led parks and nature projects
- Make communities more resilient to climate change
- Meaningfully engage with communities of color, Indigenous communities, people with low incomes, and other historically marginalized communities in planning, development and selection of projects
- Prioritize projects and needs identified by communities of color, Indigenous communities, low-income and other historically marginalized groups

Program Criteria

Advance Racial Equity | **Base Decisions on Meaningful Engagement** | **Prepare for Climate Change**

Project Requirements

Funded projects must meeet **all** of the following

- Projects must demonstrate strong partnerships between community-based organizations and public (non-federal) agencies
- Projects must be within the Urban Growth Boundary and/or the Metro jurisdictional boundary, or as approved by the Metro Council
- Projects must be clearly achievable given the knowledge, skills, and resources available among project partners
- Expenses must be associated with capital projects only; not for general operating expenses
- Projects that involve the acquisition of properties or easements must be negotiated with willing sellers
- Grantees will be required to evaluate their projects (i.e. progress reports)

Funding Projects

Jeffrey | Kevin | Theresa | Blanca | Jairaj | Alisa | Metro

Multiple Funding Streams

Should the available grant money (the pot) be divided (and along with it, Project Development and the Community Vote ballot)?

Potential Benefits	*Potential Risks*
Balanced competition between different project sizes or types (avoids some projects being squeezed out)	Duplication of efforts
Allows for tailoring project development processes to specific needs of project types or budgets	Staff time investment for multiple development processes
Allows individuals, jurisdictions, and community organizations to target their investment desires	Subdividing too finely or into categories that don't match project submissions could result in some categories being overfull while some are unfulfilled

Questions for the Committee

What are the strengths and weaknesses of this approach?

Does it/could it align with stated Goals and Values?

What is an appropriate balance between the different streams?

How are projects divided/classified? Where are the thresholds?

Q: Should the grant fund be divided?

Y | Discussion, clarifications, questions | N

I definitely like the divide. Limiting numbering to not get down super fine but it will help us make sense or the "apples to oranges" issue.

I think we should go big and have less divisions.

I also like dividing it but probably need a limit on # of divides

I like the idea of dividing

I like the divide as an idea but can definitely see it getting too complicated (though I think the benefits outweigh the risks!)

I like dividing the pot to give smaller orgs a better chance; larger orgs with grantmaking staff have a strong advantage

The potential risks can be managed by the setup

Is this our final decision?

Funding Categories

If the answer above is **Yes**, how should the grant funds be divided, **by budget size or by type?**

Q: How should the grant funds be divided, by budget or by type?

Budget

Potential Benefits	*Potential Risks*
Less competition between small and large projects for limited fund dollars (small projects don't get squeezed out)	Threshold could be misaligned with community needs
Budget delegate work can focus on small projects, allowing them to be developed further, while large projects can rely on previous development and community engagement	Statutory match requirements might pose challenges
Would be less burdensome on community members (budget delegates); allows them to work on a range of projects in their neighborhoods	Would require different project development paths for small and large projects
Community events could be arranged by neighborhood	Might be more burdensome to staff and subject area expert allocation
A distributed mix of small and large projects allows implementation to be staged to maximum effect, i.e., while large projects go through longer approval and construction processes, small projects can be sequenced more quickly, resulting in lots of smaller winning investments punctuated by larger investment achievements	

Type

Potential Benefits	*Potential Risks*
Would create a single project development stream	Categories could be misaligned with project ideas submitted
Would be easier to allocate staff and subject area experts to familiar types	Could be more burdensome on community members (budget delegates) working on project types outside their expertise
Could ensure a specific portfolio of project types	More burdensome on idea submitters and program design and review committee to ensure alignment with project types
Less competition among project types (only competing on ballot with similar projects)	
Community events could be arranged by project type	

Discussion, clarifications, questions

Do more smaller projects allow for more diverse projects that cater to more diverse and meaningful ways of community engagement, green projects, etc.? At least as a pilot project, this could be a good way to start building a path to larger projects...

Is this our final decision?

Grant Limits

Should there be limits to project budgets (floor or ceiling)? If **Yes**, what should they be?

For example, the previous **2016 Capital Grants program**, with a fund of $1.7 million, had a **project cost floor of $50,000** (or a grant floor of $16,600, given a 2:1 grant match requirement) and a **maximum grant request of $500,000**.

Q: Should there be a grant or budget floor?

Y | Discussion, clarifications, questions | N

Is this our final decision?

Q: Should there be grant or budget ceiling?

Y | Discussion, clarifications, questions | N

Is this our final decision?

Q: If Yes, what should the floor be?

Discussion, clarifications, questions

Previous Capital Grant Program= $16,600 for match, which is $50,000 for total cost

$10,000 for administrative burden

Previous NiN Restoration Grants = $10,000

$10,000 for small grants/ $50,000 for large

$10,000 grant minimum for small projects
- minimum to reduce administrative burden
- still allows for small-scale neighborhood-level investments
- allows smaller & new community-based orgs to participate as leaders

Q: If Yes, what should the ceiling be?

Discussion, clarifications, questions

$100,000 small? $250,000 for large?

Previous Capital Grant Program: $250,000 for $1.7M in grant awards

Previous NiN Restoration Grants - $100,000

Consideration: Capital Grants allow no more than 10% funding goes to staff salaries/ operation costs

Metro recommendation: **$250,000**

Capital Grants Pilot Program Design Closeout Input Survey

Dearest Program Design and Review Committee,
As we approach the end of our program design phase and look forward to implementing the Capital Grants Pilot, we want to make sure we make the most of the limited time we have left. To this end, we're asking you to complete this survey to provide baseline input for our final decisions. Again, this survey is not meant to replace the votes you take on the Mural board, but simply to act as a starting point for those final discussions. Please also add any additional comments, context, or questions to our Mural board.
Thank you all for your hard work, dedication, and commitment to this program. You have been instrumental to building a strong foundation for this Pilot to increase climate resilience in our region; provide parks and natural spaces for underserved communities; and center environmental justice and racial equity.

1. Please select at least one (but as many as you'd like) of the following program criteria:

- [ ] Improve human mental and physical health, particularly in communities of color, Indigenous communities, low-income communities and other historically marginalized communities.
- [ ] Build wealth in communities of color, Indigenous communities, low-income communities and other historically marginalized communities through contracting and jobs.
- [ ] Demonstrate leadership by Black, Indigenous, and people of color in project identification, selection, design and implementation.
- [ ] Nurture a relationship with land and create educational opportunities (including Science, Technology, Engineering, Art and Math [STEAM] opportunities) and promote careers in the environmental and agricultural sector, especially for people and youth of color.
- [ ] Increase accessibility of pubic, park, and other natural spaces.
- [ ] Increase access to nature from transit and for people walking or biking.
- [ ] Consider and approach the issue of houselessness in a sensitive and humanizing way.

2. Should the Budget Delegate Summit (where project ideas are developed with implementers) be one large community event or split up into a few

one large community event or split up into a few smaller events? Choose one:

- ◯ One large event
- ◯ Multiple smaller events

3. Should the Project Expo (where final proposals are shown to the public to kick off the Community Vote) be one large community event or split up into a few smaller events? Choose one:

- ◯ One large event
- ◯ Multiple smaller events

4. What should be the age minimum for idea submission?

Please note that staff will try to implement these age minimums contingent on logistic and security considerations (e.g., online safety, photo voting, verification, etc.).

Please rank your preference:

- ≡ ☐ 6+
- ≡ ☐ 11+
- ≡ ☐ 14+
- ≡ ☐ 18+

5. What should be the age minimum for the community survey?

Please note that staff will try to implement these age minimums contingent on logistic and security considerations (e.g., online safety, photo voting, verification, etc.).

Please rank your preference:

- ☐ 6+
- ☐ 11+
- ☐ 14+
- ☐ 18+

6. Should voting eligibility and credentialing be the same for idea submission and/or the survey? Choose one:

- ◯ Yes
- ◯ No

7. Should idea submission and the survey be limited to individuals and groups within the program geography? Choose one:

- ◯ Yes
- ◯ No

8. Should the two Votes (Preliminary and Final) have

8. Should the two votes (Preliminary and Final) have different parameters? Is one more targeted than the other? Ex. Preliminary Vote participation is limited to program geography while the Final Vote is Metro-wide.

Choose one:

- ◯ Yes
- ◯ No

9. What voting method should be used?

Note: this choice will affect how the vote is conducted. Some methods require facilitation and may not allow for physical ballots. See the Mural board for more context.

Ex., multiple votes: Greensboro
Ex., vote to budget limit: New York City
Ex., ranked choice: Dieppe

Please rank your preference:

- ☐ Single Vote
- ☐ Multiple Votes (Example: Greensboro)
- ☐ Vote to Budget Limit (Example: New York City)
- ☐ Ranked Choice (Example: Dieppe)

Done

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What worked well in our meeting?

Shorter, specific questions helped guide our discussions and decision making.

What could be changed?

What resources do you need to make decisions together?

The 2021 PB Cambridge Guide looks useful for our discussions re. project vetting (pp. 10-13). LINK -->

https://d3n8a8pro7vhmx.cloudfront.net/cambridgema/pages/2251/attachments/original/1632341324/PB8_Budget_Delegate_Guide.pdf?1632341324

Metro: Thank you! We included this in the May 24 meeting background information.

The "ADD COMMENT" feature (just right click on a sticky note!) on MURAL could really help with building deeper discussion on the platform during and outside of our meetings!

Any thoughts on our timeline?

given it being a little hard for the group to come to decisions, maybe will have to extend deadline

Agree.

continue this conversation on May 24, 2022. If the committee does not extend the timeline, the last program design phase meeting would be on June 21, 2022 and the Committee would be on hiatus until implementation

From Gabrielle's notes at the end of the meeting: Does this group need more time, and need to work through the summer? Or should we aim for wrapping up at our existing end date in June?

What resources would you like to share with each other and Metro?

2021 Nature article, "Decoloniality and anti-oppressive practices for a more ethical ecology" (https://www.nature.com/articles/s41559-021-01460-w.pdf)

"Recommendations to Support Small CBOs": http://www.fpwa.org/wp-content/uploads/2014/10/Recommendations-to-Support-Small-Orgs-Dec.-2015.pdf

June 27, 2022 Clear Creek site tour RSVP

We appreciate your ongoing engagement, partnership and commitment to ensuring that investments from the 2019 parks and nature bond will continue to strengthen our unique system with nature at its heart and create programs that protect clean water, restore fish and wildlife habitat and provide access to nature for communities across the region.

Now that it is safe to do so, we are pleased to be able to invite our partners to visit one of Metro's sites, connect with Metro staff and learn more about long-term investments in land acquisition, restoration and partner collaboration other work that happens on site. We are looking forward to the Chehalem Ridge grand opening celebration on June 17 and hope you can join us there.

We hope you can join us on Monday, June 27 at Metro's Clear Creek natural area from 9 to 11 a.m. (travel time not included) so please share your availability at the link below. We want this experience to feel safe so we can accommodate 20 people who sign up on a first come first serve basis.

We are happy to offer accommodations to make it possible for you to join us including stipends, transportation support and translation. Please indicate below any accommodations that will enable you to participate.

The tour will involve walking along a roadway to reach the site and walking on sloped/uneven terrain and gravel surfaces.

Would you like to attend the Clear Creek tour? (Tour is first come first serve and limited to the first 20 responses. We will create a waitlist if there is additional interest) *

- (●) Yes, please sign me up.
- ( ) No, I cannot attend.

Would you be interested in a potential tour of a different Parks and Nature site in July 2022? *

- (●) Yes
- ( ) No

Your chosen/preferred name (first and last): *

Email *

Phone Number (in case of day-of updates/ coordination)

___ - ___ - ____

####

Do you have any access needs to fully participate in the meeting?

I am interested in receiving a stipend for my participation. *

- (●) Yes
- ( ) No

Transportation options: *

- (●) I will drive myself.
- ( ) I am interested in a carpool from Metro Regional Center.

If interested in the carpool, will you need additional resources to reach MRC? *

- (●) TriMet LIFT
- ( ) Transit pass
- ( ) None