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Small Grants Fund Funding Process 2025-2026

Small Grants Fund: funding allocation

- June 2024, $1.5 million was allocated to Small Grants Fund for FY26 – FY28:
    - $437,000 to for FY26, the final year of current SGF grants
    - $ 1 million for FY27 & FY28 for a new small grants round

- Staff recommends additional allocation of $260,000 to new small grants round to bring total to $1.5 million over 3 years (FY27 – FY29)

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Lisa speaking
- In June of 2024, the Allocation Committee allocated projected resources for the 3 year period of FY26-FY28 including the large grant funding round, the Community Childcare initiative, small grants and training for PCL grantees
- Funding for the small grants fund was allocated as follows:
    - $437,000 to cover the final year of the current small grants in FY26
    - $1 million for a new small grants round for FY27 & 28

- In June of 2025, 4 of the 7 small grantees were awarded large grants beginning July 1, 2025.
- This award terminated their small grants and left a balance of $260,000 in the small grants fund.
- Staff recommends allocating this balance to the new small grants round that will launch this fall.
- Staff also recommends allocating and additional $240,000 to the small grants funding round to bring the total funding to $1.5 million over 3 years (FY27 – FY29).
- Underspending on large grant budgets in FY25 was slightly higher than projections used in FY24 allocations and will cover this additional allocation to

the small grants fund.

Small Grants Fund: purpose

Purpose: Increase access of smaller organizations to PCL funding and strengthen their capacity to serve children, youth, and families.

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Arika speaking
The Small Grants Fund was launched in 2020 in response to the findings of PSU's review of the grantmaking process, and community engagement feedback from 2019-20 led by Empress Rules consulting.

The purpose of the small grants fund is to increase access for smaller organizations to PCL funding and strengthen their capacity to serve children youth, and families.

Small Grants Fund: background

2020 funding process
- Ad-hoc committee developed 2-step process
- Step 1: Brief written application; applicants were selected to move to the second step
- Step 2: More extensive written application and interactive component.
- 31 applications requesting $4.4 million
- 7 grants approved totaling $1 million

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Arika speaking
In 2020, staff worked with an ad-hoc advisory committee of community members with lived and professional experience in PCL's program areas to create the application process based on feedback from small organizations. They helped staff develop a two-step application process.

Step 1 was a brief written application from all applicants. A portion of applicants were selected to move to a second step, which was a more detailed written application, grant budget, and interactive component. The interactive component was intended to help organizations share about their work and reduce barriers in a written-only process. Due to the pandemic, staff and reviewers held virtual interviews with selected applicants.

Although this was the first time launching a small grants fund, PCL received 31 applications requesting $4.4 million in funding; $4 for every $1 available. 7 grants were approved by the Allocation Committee and city council for $1 million.

Small Grants Fund process & design

Overall success

- 6 of 7 grantees met eligibility & applied for large grants 24-25; 4 were funded in highly competitive funding round.

Strengths of past small grants funding process:

- Written and interactive component
- Short, easy to complete application
- Community reviewer involvement

Suggested improvements from past small grants process:

- Include interactive components
- Consider other ways to include visual and storytelling elements.

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Arika speaking

Overall, the first small grants fund has been successful in building capacity for small organizations. Six of seven SGF grantees met the eligibility requirements and applied for a large grant in the 2024-25, and 4 were awarded large grants in a highly competitive funding round indicating increased grantwriting skills, increased fiscal management skills, and strong performance in small grants.

Based on staff experience and feedback from applicants and reviewers, key strengths and suggested improvements from the 2020 small grants process were:
Strengths:

- An application with both a written portion and interactive portion. This gave applicants different opportunities to communicate their work.
- A short, easy-to-complete written application that didn't overburden small organizations
- Community reviewers' involvement in both scoring and recommending applications helped staff integrate community voice into funding recommendations

Suggested improvements:

- Include an interactive component with all applicants, along with a written application. In 2020, only applicants selected to move to Step 2 participated in virtual interviews due to the constraints of the pandemic.
- Consider other ways to include visual or storytelling elements to the application other than interviews. Scheduling 2 reviewers, PCL staff, and applicants for interviews was difficult,

and a few applicants and reviewers indicated the interview format itself wasn't optimal.

Grant size & organization eligibility

Organization annual revenues, last closed fiscal year
- 2020: $10,000- $1 million
- 2025: $90,000- $750,000

Minimum and maximum small grant size for 2026-29
- Minimum annual grant: $27,000*
- Minimum 3-year grant: $81,000*

corrected amounts on 10/8/25 for math error

- Maximum annual grant: $80,000
- Maximum 3-year grant: $240,000

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Arika speaking
- In 2020, non-profit organization applicants were eligible with annual revenue in their last closed fiscal year of between $10,000- $1 million.
- Based on staff's experience with the first cohort of small grants, organizations with annual revenues below $90,000 may not have the organizational infrastructure to manage the requirements of a three-year city grant. organizations with revenue between $90,000 to $750,000 will benefit the most from the capacity-building opportunities available in the SGF.
- Organizations below the $90,000 threshold are still eligible to receive $500 event sponsorships from PCL if they have not received one from PCL in the past.
- Just a reminder that organizations with annual revenues above $750,000 were eligible to apply for PCL's recent large grants
- As you may recall the act governing PCL limits an organization to receiving no more than 30% of its revenues from PCL. This 30% policy guides minimum and maximum grant amounts for the small grants fund, based on organizational revenues. The minimum annual grant is $27,000 and the minimum 3-year grant is $81,000. The maximum annual grant is $80,000 and the maximum 3-year grant is $240,000.

**Slide updated 10/8/25 to correct math error in minimum grant sizes for 1-year and 3-year. Amounts shown on slide are accurate and final.

Small Grants Fund: application

Section 1	Eligibility screening
Section 2	Organization budget documents
Section 3	Applicant details
Section 4	Grant amount request
Section 5	Narrative application
Section 6	Video submission

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Arika speaking

This slide outlines the application draft we provided for your reivew. Given lessons learned from 2020 small grants, this application will have 2 components for all applicants to do:

- a short, written application (48 points)
- a video component (28 points)

This approach allows PCL to honor applicant feedback to provide a visual/story-telling element for all applicants. Organizations will apply in WebGrants, the city's online grants system. Staff focused on keeping the application short to limit barriers for applicants. We adapted and simplified a set of questions and scoring criteria developed by PCL's community council for the large grants process.

- Step 1: Eligibility screening ensures the organization is a 501c3 nonprofit and serves children and families in Portland.
- Step 2: Applicants upload their annual organization-wide budget for the current fiscal year, and financial statements for the most recent closed fiscal year.
- Step 3: Applicants provide key details, including a one-paragraph summary of their program, demographics of their board and staff, and select a PCL program area and funding priority addressed by the proposed program.
- Step 4: Applicants indicate their 1-year and 3-year requested grant amount.
- Step 5: Applicants upload a narrative that answers questions about their organization's mission, program design, outcomes; experience serving the population and operating the proposed program, and a budget narrative for year of their PCL grant.
- Step 6 Video Submission: Applicants will include a link to a basic, 5-minute video answering 3 questions. Videos can be recorded on a mobile device with a plain background. PCL's Community Council advised on the questions for the video component. We allow videos

submitted in other languages and will have them translated to English.

Arika speaking
I just walked you through the application, so now we'll look at the funding process steps.

As I noted on the previous slide, applicants will apply through the city's WebGrants system, providing both a short, written application and a short video.

- Funding priorities: Staff plan to use the same funding priorities for the small grants funding round that were used in the large grants round. As you may recall, these funding priorities were created by the Community Council and Allocation Committee in spring 2024 based on the community engagement results reported by Camille E Trummer LLC.
- Outreach: PCL staff have continually updated a Small Grants Outreach list of small organizations that serve children, families, and youth in PCL program areas. Funding announcements will be sent to small organizations on the outreach list, the general PCL mailing, posted on the PCL website and social media, and shared with Community Council and Allocation Committee members to share with their networks.
- Staff will host 2 applicant Information Sessions virtually at the end of October for applicants to learn about the application and funding process and to ask questions. We will post a recorded presentation of the info session materials on PCL website. Applicants will be able to email staff with questions, and staff will respond to applicants and share the questions and answers weekly on PCL's website for transparency and support for all applicants.

On the next slide I'll walk you through steps and timeline after applications are due.

Small Grant Fund: 2025-26 timeline

October 15	Applications Launch in WebGrants
October 27,& 29	Applicant Information Sessions
December 1	Applications Due
Late February	Community council recommendations
Week of March 3	Funding recommendations to applicants
Mid-March	Testimony deadline for applicants
April	Allocation Committee funding decisions
Mid-April- Mid-May	City council meetings on AC funding decisions
Mid-May-June	Grant negotiations
July 1, 2026	Grants begin

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Arika speaking

As I just described, we hope to open the application on October 15, with applications due on Dec 1. I'll walk you through the steps after applications are due.

- To continue to prioritize community voice, the Community Council will review and score all video application submissions. PCL staff will train Community Council members in small group meetings during the first two weeks of December. Staff will review and score all written applications. Each applicant will receive three scores: the median score from their written application, the median score for their video submission and total score.
- Staff will create draft of recommendations for Community Council consideration, and they will meet in late February 2026 to discuss and finalize funding recommendations for the Allocation Committee's decisions.
- Staff will send final funding recommendations to the applicants the week of March 3rd, and applicants will have two weeks to submit written testimony in response to the recommendations. The Allocation Committee will have approximately 4 weeks to review the funding recommendations and 2 weeks to review the written testimony. Staff will also provide the Allocation Committee with access to all videos submitted with the applications, and can provide those as early as mid-December 2025.
- Staff plans to schedule the Allocation Committee to meet in April 2026 to make funding decisions. We hope to send the Committee's funding decisions to the City Council in mid-April to mid-May. Staff will make every effort to present the Allocation Committee's decisions to City Council as early as possible in the spring to avoid coinciding with the city budget hearings.

- Grants will begin on July 1, 2026.

Small Grants Fund: feedback

- Sent draft application questions and scoring criteria to potential applicants
- 50+ people at 40+ organizations
- Asked if they understood application questions and scoring criteria; if questions and scoring criteria were reasonable
    - 9 respondents: all said they understood questions and scoring criteria. Most said criteria were reasonable and 1 was neutral on the video scoring criteria.
    - 3 respondents wrote positive comments indicating support for the application questions and scoring criteria.

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Arika speaking

One last thing I'd like to share, is that between August 28 and Sept 18, PCL staff emailed the draft Small Grants application questions and scoring criteria three times to 50 people at over 40 small organizations. A brief feedback survey was included with the draft application and scoring criteria. The feedback survey asked four Likert scale questions about whether respondents understood the questions and the scoring criteria, and whether questions and criteria are reasonable for each part of the application. Respondents could also provide narrative feedback on questions and criteria.

- Nine people responded to the survey.
- All respondents agreed that they understood the questions and scoring criteria for the written and the video parts of the application.
- All respondents agreed the questions and scoring criteria were reasonable for the written application.
- Eight of nine agreed that the video portion questions and scoring criteria were reasonable, and one was neutral.

Three respondents wrote narrative comments that indicated positive support for the application questions and scoring criteria.

I'm happy to take questions and facilitate you through discussion and voting on whether to approve this process, timeline, and the application materials.

**Preliminary reflections:
large grants process**

Practice of process improvement

- After each funding round, gather feedback
- Opportunity for Allocation Committee to reflect, recommend changes for future processes
- Staff surveyed applicants and reviewers; community council July meeting reflections and 1:1 interviews
- Quantitative and qualitative data; preliminary results of quantitative data
- Full report this fall, published to PCL website

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Meg speaking
PCL has a practice of doing process improvement after each of our funding rounds. We gather feedback from reviewers, applicants and we use the opportunity to engage the allocation committee and staff and reflect on the feedback and thinking about changes for future funding processes.

We look at different steps that we used in the process to see how people experienced them including strengths and areas for improvement.

This year we surveyed applicant and reviewers. We also convened our community council in July and had a conversation with them on funding process reflections. Katrina collected post- meeting evaluations and also did 1:1 interviews with each member to delve into some specific questions.

Today, we'll present preliminary data from applicants, reviewers, and community council. We have more analysis to do, particularly of qualitative data from the surveys and that will take more work. We plan to have a full report on all of our findings later this fall and that will be published to our website.

Reflection questions for today

- What questions or curiosities do these data raise for you?
- How do the data compare to your experience of the funding round?

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Meg speaking
As we go through our presentation today, we ask that you consider the following questions:
- What questions or curiosities do these data raise for you?
- How do these data compare to your experience of the funding round?

Apart from today's meeting, we'd like to meet with each of you individually in the coming weeks to ask you some specific reflection questions on the funding process and be able to include your collective reflections and suggestions in the report.

Reviewer survey methods

- Anonymous, on-line survey with likert-scale and open-ended questions about reviewers' experience; optional demographics
- 44/91 (48%) reviewers responded, open 7 weeks

Racial identity of respondents

- unknown 20%
- BIPOC 46%
- white 34%
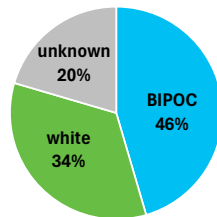
Additional demographics
- 18% identify as having disabilities
- 20% identify as LGBTQ+

98% of reviewers strongly agreed/agreed that "being a reviewer was a positive experience."

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Meg speaking
First we'll look at preliminary results from the Reviewer survey.

It was an online anonymous survey with a handful of Likert-scale quantitative questions and one open-ended question, all asking about their experience as reviewers. The survey included a few optional demographics questions.
- 44/91 reviewers responded to the survey, for 48% response rate. It was open for seven weeks.
- As you can see in the pie graph, the largest portion of reviewer survey respondents identify as Black, Indigenous, and people of color, a smaller group identified as white, and 20% did not respond to those questions.
- 18% identified as having a disability and 20% identified as LGBTQ+, but also keep in mind we're missing those data from about 20% of the respondents.
- Big picture: 98% of reviewers strongly agreed or agreed that being a reviewer was a positive process
- Along those lines, what you'll see in the next few slides on reviewer survey is results that reflect that generally positive experience.
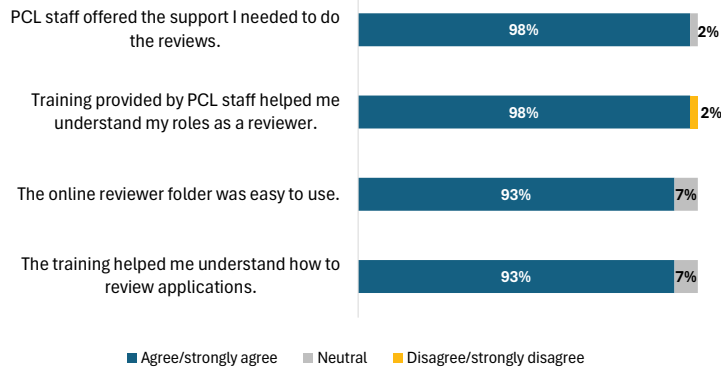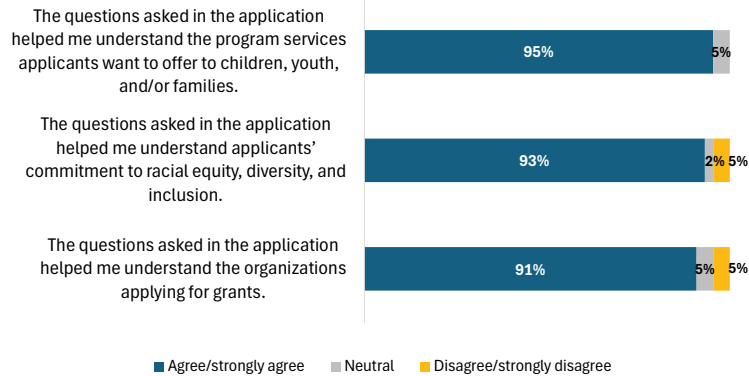
Meg speaking

These results focus on the training and support staff offered to reviewers.

- Nearly all reviewer said they received the support that they needed from PCL staff to do the reviews, and that the training helped them understand what their role was as a reviewer
- In general, reviewers said the online folder we provided to them that contained all of the applications they were to score was easy to use, and they said the training helped them understand how to review applications

As you can see, a few people who were neutral on whether or not the folder was easy to use or training was helpful.
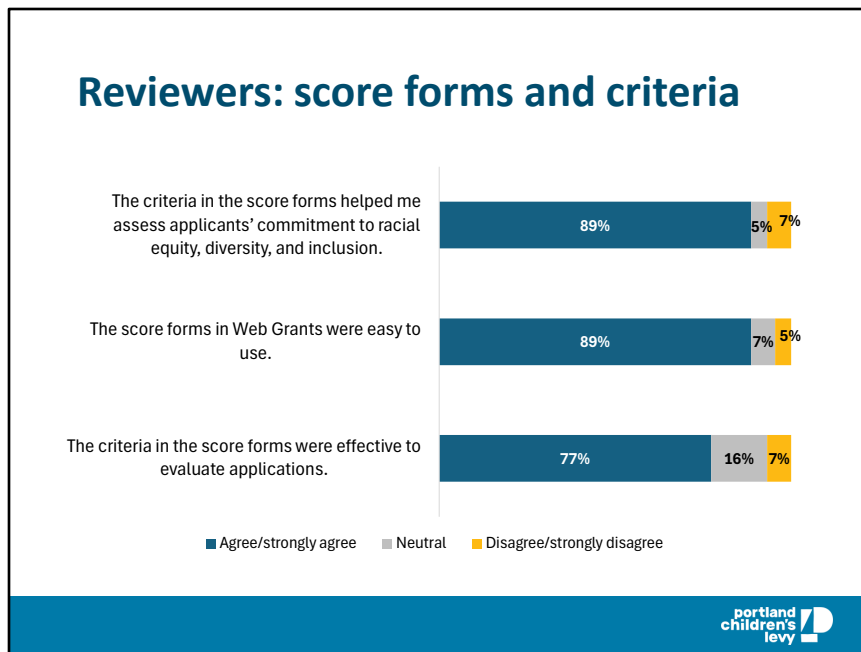
Meg speaking
We asked reviewers whether the questions in the application were useful.

- Most reviewers said the questions in the application helped them understand the program services that applicants wanted to answer.
- Most also said the questions helped them understand applicants commitment to racial equity, diversity, and inclusion. We wanted to know if application questions helped reviewers understand how applicants provide opportunities and access to their programming for children and families.
- Reviewers also said that the questions in the application help them understand more about the organizations applying for grants, but a few respondents disagreed or were neutral.

Meg speaking
This is the last slide on the reviewer survey results.

We asked them about the score forms on the scoring criteria. This is the area where reviewers feedback suggests that we have room for improvement and these are areas where we want to look further into the qualitative data to see what kinds of comments reviewers made that pertain to this feedback

Most reviewers felt like the criteria and the score forms help them assess applicants commitment to racial equity diversity and inclusion.
They felt like the score forms were generally easy to use in WebGrants, the online system that the city now uses for grants management.

77% of reviewers thought that the criteria and the score forms were effective to evaluate applications overall,: 16% was neutral on that and 7% disagreed, so this is an area where we want to look a little more closely to understand what their feedback was about the criteria overall, especially since they felt like the criteria around applicants' commitment to racial equity, diversity and inclusion was generally helpful.

Applicant survey methods

- Likert scale and open-ended including areas of strength and dissatisfaction in funding process; optional demographic questions
- 79 individuals responded to online survey over 4 weeks
- Anonymous; estimated response rates
  - 72% of 110 organizations
  - 47% of 168 applicants
  - 46% of 172 individuals who received survey

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Meg speaking
Now we'll look at some preliminary data from applicant survey.

Similar to the reviewer survey, we asked applicants questions about their experience in different parts of the process, and we used Likert scale quantitative questions and two open-ended questions: one about areas of strength and one about areas of dissatisfaction in our funding process. Again, we asked optional demographic questions.
- 79 individuals who responded to the anonymous online survey, which we had open for over four weeks.
- Because responses are anonymous, we don't know exactly how many of these 79 people represent each application or unique organizations that applied. We estimated response rates:
  - 79 people of 110 organizations may represent 72% of the orgs.
  - 79 people of 168 applications might represent 47% of the apps
  - We sent the survey to 172 individuals listed as application contacts in WebGrants or who had asked to be included in all communications about the applications, which represents 46% of those individuals who received the survey.
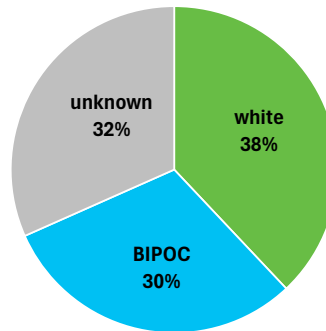
Meg speaking
This slide shows some of the demographics of the people who responded to the applicant survey.

- The majority of respondents had a funded application. For context, 56% of the applications submitted were funded. So this pool may include more than one person responding from funded applications or funded organizations.
- 61% were a PCL grantee in FY25 before this funding process started and 39% were not. Just a reminder that 45% of the total applications were from organizations that did not have a PCL grant in FY25.
- Nearly one-third of respondents who chose not to share their race ethnicity identity,
- 30% of the respondents identify as Black, Indigenous, and people of color, and
- 38% are white
- Given no data from large portion of respondents, we should be careful with how we interpret these results.
- I'll also add however that 16% of the people who responded identified as having a disability, and 25% identified as LGBTQ+

Applicants: overall process

Overall, PCL's funding process reflected a commitment to increasing access and opportunity for children and families in Portland communities experiencing inequities.

70%

9%

22%

■ Agree/strongly agree ■ Neutral ■ Disagree/strongly disagree

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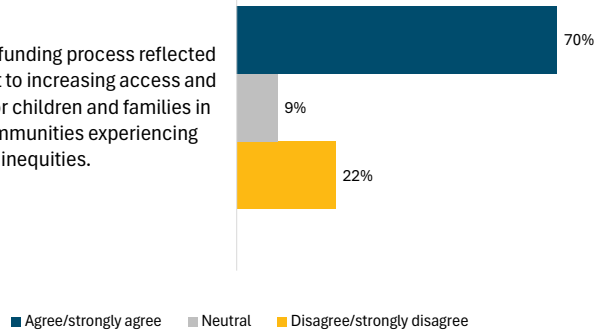
Meg speaking

Big picture, the majority of applicant survey respondents said they thought the process reflected a commitment to increasing access and opportunity for children and families in Portland communities experiencing inequities. Some were neutral and over 20% disagreed.

We'll look more closely at the qualitative comments that respondents wrote to learn more about their perspectives.

The next few slides look at applicants' perspectives on different phases in the process.
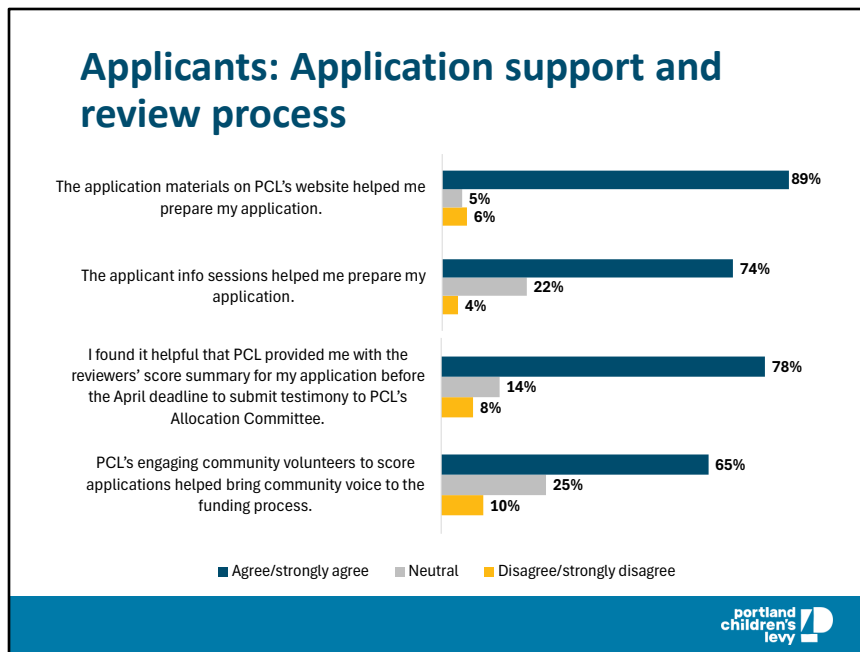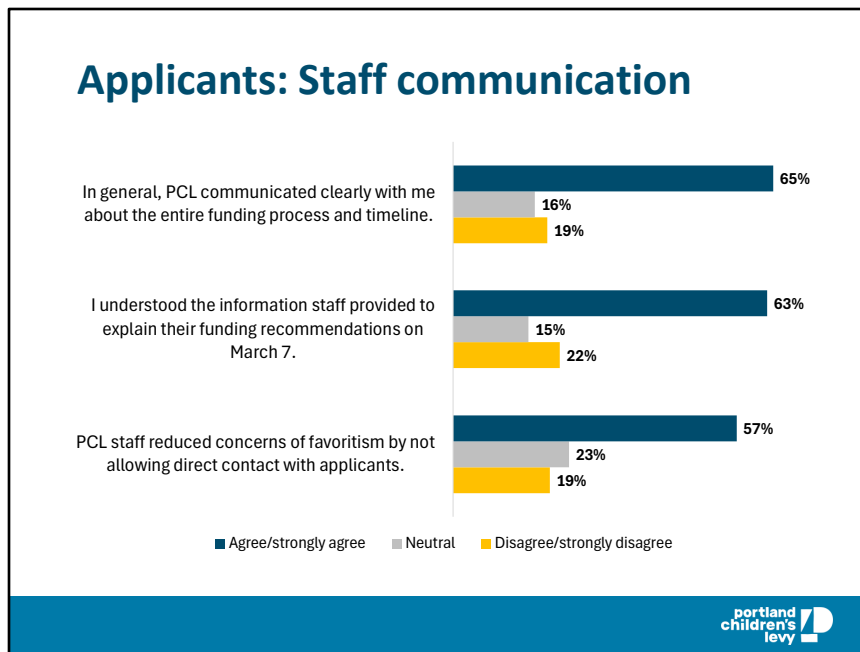
Meg speaking
In this slide we focus on applicant support and the review process.

- The majority of applicant survey respondents thought that the application materials on PCL's website help them prepare their application that the info sessions were helpful, although 22% were neutral about the info sessions, so this is one area where we'll want to see what qualitative data say.
- 78% thought it was helpful that we provided reviewer scores and before applicants had to submit their testimony to the Allocation Committee in support of their applications.
- The majority thought that engaging community volunteers to score applications help to bring community voice to our funding process, however 25% were neutral about that and 10% disagreed. This is an area where we will delve into the qualitative data to look more closely at feedback.
- As a staff, we saw score variation between reviewers on a single application and heard concerns about the variation from some grantees as we have been in grant negotiations. We've heard that score variation feedback in the past, and it is one of the typical dynamics with community reviewers.
- One way we try to mitigate it is by having four different reviewers score an application and take the median of their scores to reduce the impact of outlier scores. We also use other factors besides score to help make decisions. Still,

applicant feedback form the survey is helpful and we will look further into their comments for more insights on ways to improve.
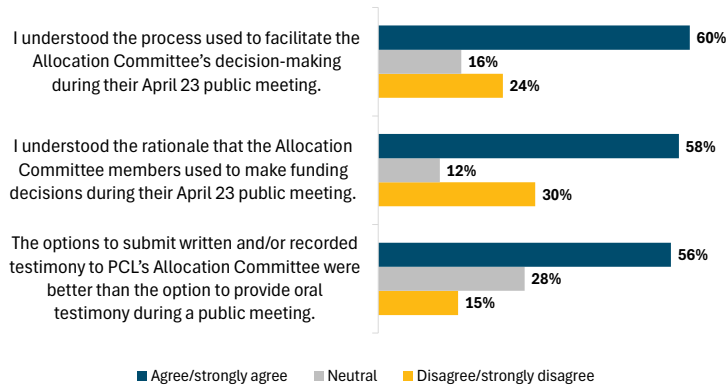
Meg speaking
We asked applicants about staff communication during the process.
- The majority said we communicated clearly with them about the funding process and timeline, that they understood the information that we provided to explain our recommendations, and that we reduced favoritism by not allowing applicants to have direct contact with staff while the fund process was operating.
- As you can see in this slide there are people who disagreed with those statements. Prior to send this survey, staff had already begun discussing ways to improve how we communicate about funding recommendations. We have a handful of ideas, including offering each applicant a more through written explanation of our recommendation on their specific application, including how we looked at it in the context of other applications in the program area.
- Nearly one quarter of respondents were neutral about whether staff limiting contact with applicants helped with minimizing favoritism. This will be another area to look at the qualitative data left in the survey to understand what they suggest could be done differently or better to address their concerns.

Applicants: Allocation Committee

I understood the process used to facilitate the Allocation Committee's decision-making during their April 23 public meeting.
- Agree/strongly agree: 60%
- Neutral: 16%
- Disagree/strongly disagree: 24%

I understood the rationale that the Allocation Committee members used to make funding decisions during their April 23 public meeting.
- Agree/strongly agree: 58%
- Neutral: 12%
- Disagree/strongly disagree: 30%

The options to submit written and/or recorded testimony to PCL's Allocation Committee were better than the option to provide oral testimony during a public meeting.
- Agree/strongly agree: 56%
- Neutral: 28%
- Disagree/strongly disagree: 15%

■ Agree/strongly agree ■ Neutral ■ Disagree/strongly disagree

Meg speaking

These results focus on the Allocation Committee phase in the funding process.

- The majority of respondents understood the process used to facilitate the Allocation Committee's decision making meeting on April 23rd but nearly one quarter did not and some were neutral, so again we'll look into the qualitative data for insights on ways to improve. You all may have some ideas too since you just worked through it.
- While the majority of applicant respondents said they understood the rationale that committee members used to make their decisions, 30% disagree with that statement.
- The majority of applicants agree that it was better to have the opportunity to submit written audio or video testimony instead of providing oral testimony during a public meeting.
- However 28% were neutral, and that's the biggest group of neutral responses that we've seen to any of the questions. Many applicants hadn't been through PCL's funding process when oral testimony was heard at Allocation Committee meetings and may not have ever experienced a similar situation.
- PCL implemented the policy on no oral testimony at AC meetings based on past feedback and suggestions from funded and unfunded applicants.
- Katrina asked the community council a little bit more about testimony, and

she'll share their perspective in this presentation.
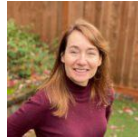
Katrina speaking

- As a reminder, the Community Council is composed of 13 volunteers who advise PCL staff and Allocation Committee members on PCL policies and procedures. 9 of the 13 volunteers identify as Black, Indigenous, or people of color; 3 of the 13 identify as disabled; and 3 of the 13 identify as a member of the LGBTQIA2S+ community.

Community Council role in large grants funding process
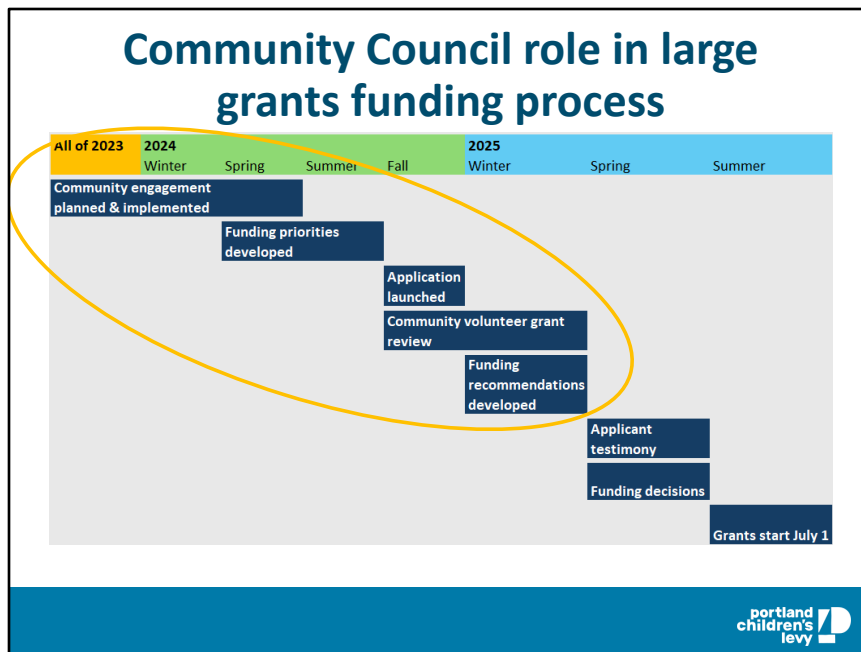
Katrina speaking

- The Community Council played an integral role in shaping the large grants funding process, meeting 13 times over 2 years to advise staff and Allocation Committee members. This visual illustrates the parts of the large grants funding process that the Community Council informed.

- In 2023, the Community Council provided input on priority populations and goals for community engagement.

- From 2023 through 2024, they provided detailed feedback on application questions and scoring criteria, and recommended recruiting community volunteers for the grant review process.

- In 2024 they finalized funding priorities and in 2025 they informed and finalized the funding recommendations that went to the Allocation Committee for review and final decision-making.

Written evaluation & themes

- 9 of 10 respondents report feeling like their voice was reflected in the outcomes of our work together
- 7 of 10 respondents had ideas for how to improve the 2024 – 2025 large grants funding process
- 6 of 10 respondents appreciated staff's work
- 4 of 10 respondents spoke to the strengths of the 2024 – 2025 large grants funding process

Katrina speaking
- The Community Council met July 28, 2025 to debrief the 2024 - 2025 large grants funding process
- As a part of and after that meeting 10 of 13 members submitted a written evaluation reflecting on the strengths and opportunities for change for Community Council participation in the large grants funding process, if they felt their voice was reflected in the outcomes of our work together, and any other feedback. High-level takeaways are listed on the slide.
- 9 of 10 respondents report feeling like their voice and perspective was heard by PCL staff and reflected in the outcomes of our work together
- 7 of 10 respondents had ideas for how to improve the 2024 – 2025 large grants funding process, including:
  - The desire to mitigate the influence of more politically connected and powerful organizations
  - More relationship building between City Council and the Portland Children's Levy to increase councilor understanding of the funding process and grantees
  - Ensuring that choices offered to Community Council are meaningful and distinct (example: March 3, 2025 meeting and Portfolio A v. Portfolio B vote)

- 6 of 10 respondents appreciated how staff:

- Facilitated Community Council meetings and decision-making
  - Designed the large grants funding process and invited Community Council to collaboratively reimagine the grant-making process
  - Fielded City Councilor questions and concerns
- 4 of 10 respondents spoke to the strengths of the 2024 – 2025 large grants funding process, comments included:
  - Appreciation for the process staff used to facilitate Community Council prioritization of applications
  - Increased accessibility and transparency
  - Balance of funding for current grantees with funding for organizations that hadn't previously received PCL funding.

1-1s & themes

- 6 of 12 respondents vocalized concern about how City Council exercised their power in the large grants funding process and wondered how to adjust lobbying rules or mitigate the influence of politically connected organizations
- 7 of 12 respondents recommended keeping the current testimony process with the Allocation Committee as is

Katrina speaking

- PCL staff conducted 1-1s with 12 of 13 Community Council members in September 2025 to ask if they had any further feedback about the large grants funding process
- 6 of 12 respondents vocalized concern about how City Council exercised their power in the large grants funding process and wondered how to adjust lobbying rules or mitigate the influence of politically connected organizations
- PCL staff clarified that we had control over the advocacy and testimony process that occurs with PCL staff, the Community Council, and the Allocation Committee, but that we have no influence or control over lobbying at City Council
- Staff asked if PCL should revise the testimony process with the Allocation Committee
    - 7 of 12 respondents recommended keeping the current testimony process as is
    - 3 of 12 respondents didn't have thoughts on this question or could see both sides
    - The remaining 2 of 12 recommended reinstituting in-person testimony at Allocation Committee decision-making meetings

Next steps

- Analyze and theme qualitative data
    - 18/44 reviewer survey respondents wrote comments
    - 50/79 applicant survey respondents wrote comments
- Use qualitative data to better understand quantitative data, especially neutral and disagree responses
- Analyze overall themes across audiences (reviewers, applicants, community council members)
- Share report to community council, AC, PCL website
- Use relevant findings for city council follow-up directive

Meg speaking
Now that you've heard some findings from reviewers, applicants, and our community council, here are our intended next steps
- We will analyze and theme the qualitative data in the reviewer and applicant surveys
- 18 of 44 reviewer respondents wrote comments
- 50 of 79 applicant survey respondents wrote comments on process strengths and/or areas of dissatisfaction. We'll use those qualitative data to better understand the quantitative data especially the neutral and disagree responses.
- We'll finalize the findings for each survey and from community council, then we'll do some theming across all three of those audiences to what rises up to macro level findings. We will share a complete report with you all and our community council, and publish it on our website.
- We will also use relevant findings from that process to include in the separate report that the Allocation Committee was directed to give to City Council when council passed the ordinance approving these grants back in June. City Council directed the Committee to address specific Council concerns.
- Staff will work with you all individually to create and present the report required by City Council.

Reflection questions for today

- What questions or curiosities do these data raise for you?
- How do the data compare to your experience of the funding round?

Meg speaking

Coming back to the questions we posed when we started this presentation. We'd like to hear from you all on questions you have you, reflections, how these data compare to your experiencing the process.

City of Portland update

City of Portland update

- Mayor's Executive Order
  - Compliance with federal civil rights and nondiscrimination laws
  - City services, programs and benefits provided without regard or preference based on protected class status
  - Federally protected classes include race, gender and disability among other
- Program preferences based on poverty are permitted

portland children's levy

Lisa speaking

- On July 31, Mayor Wilson issued an executive order providing:

"Notwithstanding any conflicting provision of City code, City ordinance, City resolution or bureau policy, and notwithstanding any contrary City or bureau practice, City employees, programs and services are required and directed to comply with all applicable federal civil rights and nondiscrimination laws, including but not limited to the Civil Rights Act of 1964. By complying with these laws, City programs and services will provide services, programs and benefits without regard or preference based on protected class status, consistent with our ongoing commitment to complying with federal nondiscrimination laws."

- Federally "protected classes" include race, gender and disability, among others. City services/programs are not permitted to provide preferences based on these categories.
- Program preferences for people experiencing poverty, living in a geography and/or attending schools with high poverty rates are permitted.
- The Mayor directed the City Administrator to work with City bureaus and offices to review programs and services for ongoing and continued compliance with the Executive Order, including undertaking disparity studies as appropriate to identify historical discriminatory actions taken by the City that continue to need remedy and repair.
- PCL has been directed to review and identify any policies and practices that may violate the terms of the Executive Order. The City remains committed to pursuing equity, diversity and inclusion goals through programs designed to help all Portlanders, including people of color, immigrants, women, people with disabilities and those who identify as LGBTQIA2S+. PCL remains committed to eliminating racial/ethnic disparities in children's outcomes.

City of Portland update

- As of July 1, 2025, PCL has joined the Community and Economic Development Service Area (CEDSA)
- City is implementing realignment of communications personnel and structures across City bureaus
- City is planning similar realignment of community engagement personnel and structures
- Advisory Bodies Enhancement Project underway
- Additional decline in City revenues

portland children's levy

- With the change in Portland's form of government, all City bureaus and offices, including the Office of the Portland Children's Levy, have been integrated into a central administrative structure. As of July 1, 2025, PCL is part of CEDSA. PCL staff are now participating in CEDSA teams meeting regularly on budget preparation and modification, communications and leadership.
- The City is currently implementing a realignment of communications personnel and structures across City bureaus and offices under a Chief Communications Officer.
- Under this new structure PCL communications staff will report to a Media and Strategic Communications Manager for CEDSA, and will no longer report to PCL's Director.
- Planned changes will take effect before the end of the calendar year.
- Whether and how much these changes will affect PCL financially is not yet clear.
- A similar realignment process is moving forward for community engagement personnel and structures across City bureaus and offices under the City's new Chief Engagement Officer. PCL is providing input to senior leadership as they plan structural and reporting changes across the city.
- At this point, we don't know how PCL community engagement staff will be affected.
- As part of the city-wide engagement realignment process, the City is conducting an Advisory Bodies Enhancement Process.
- Project leaders are working with advisory board liaisons across the City to classify all city advisory boards, and create guidelines for establishing, operating, recruiting and confirming appointment of members, service expectations and dissolution of advisory boards.
- PCL is participating in a stakeholder workgroup and providing feedback to project leaders as it relates to PCL's 2 advisory boards (the Allocation Committee and Community Council).
- Last month, the City announced that revenues were expected to decline by an additional $16 million in the current fiscal year which will necessitate further budget cuts. It isn't yet clear how the additional budget deficit will affect PCL.