

GR Participatory Budget Team
Meeting Agenda
MS Teams
3:00 to 5:00pm
October 7, 2021

1) Call to Order

- Roll call

Present: Pastor Hoskins, Michael S, LaKiya Jenkins, Bo Torres, Cailin D., Mallory, Lisa G., Doug B

Absent: Kristania G.

2) Approval of Previous Meeting Minutes

Yes, Approved

3) City Team Updates -15 Minutes

- Other updates
 - Data: Housing Units by Ward (include hotel units)

Ward	Dwelling Units
i. 1	28,610
ii. 2	32,726
iii. 3	26,650
- Angelika: Presentation on PowerPoint(attached)
Mapped out milestones deadline and tracking
Current goal gathering emails
Q:Mailers for gatekeepers?
- City can support contracting process

4) Guest Presentations

- Stacy Stout, OEE City of Grand Rapids (2 attachments included)
 - i. Neighborhood Match and Selection Process
 - ii. Started as recommendation, something similar in Seattle; launched 2016.
 - iii. 100,000 to give contracts for geographic or cultural community to build social capital & So
 - iv. Submit on line, submissions have been in English/Spanish, everyday people who apply; an advisory board reviews with strong racial justice lens; meet twice a year
 - 1. Meet the people who are selected and help them figure out reality, deliverables, respect time.
 - 2. We see you, we honor you, we thank you.
 - 3. Decline comes with support on how to succeed next time, or connecting, they have 6 months; with one time extension.
 - 4. Closing Reports
 - 5. Return to Summit
- QUESTIONS for Stacy:
 - 1)How do you ensure equity based on application?**
 - >We ask what is the equity component, who is the leadership team-
 - i. Decline or approve with conditions, and these are our non-negotiables.

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- ii. Committee Discussions: The connection or applicant is not the point, it's the idea. As long as it's inclusive with racial justice.

Should be in the application, In the Review and as people vote, make sure that

2) Sustainability: something we can create and the City continue. Equity in the models as we make decisions. How do we go through 200 submissions with Equity?

3) Does OEE have capacity to help with submission process- walk along side?

>Jordoun or Stacy could continue to attend meetings.

4) Do you have a contact list of NMF prior awardees for potential Budget Delegates

>Give her a statement that can be sent to the group. With Harriet Speaks, we have 35 residents that went through this training.

>Project Areas: Broadband, Violence reduction, Code Response (Prevention), Response to COVID,

3) You mentioned Justice and Equity training? There is an outreach plan.

>We created an equity foundation training that is City wide for all at all levels; happy to offer it. Application process can have a mini video of Equity and have them take a mini quiz. We brought in people like National Equity project, LGBTQ+101 awareness.

4) 200 ideas, bring down to 20 and each ward age 13 and up will vote on the 20. Concern is: Getting people up-to speed and equity in participation & public vote 6-week voting period.

>1st method is to ensure project is equitable, do an equity profile. Location is important, visuals, video format (literacy). Not all communities have Neighborhood Associations.

>What if a project is City wide benefit, what happens.

>At City we gather data; as you do these voting session, how do you collect demographics. Opportunity to know who is voting as you narrow down brackets gives you a sense of who is voting/participating.

5) Measures & Accountability: How do we measure we are meeting values. How do you collect data. Anything on engagement?

>We do collect data for Summit & NMF, on City website- search "Demographics Statement" gives you ideas. Maybe separate name and demographics for people. Supported the "Belonging" work, but we don't have a tool. David, Communications, has Flash votes-it's digital divide

6) Engagement: Estimate \$200,000 for outreach & engagement. Following Turkelson's community engagement strategy.

>Stacy did the training, for that group, and would be happy for that group, would be happy to do that for PB engagement group.

>Working with Equity Language for contracts & if not, i.e. if we don't do this, then....

7) Conflict of Interest stuff related to your work?

>Yes, when too connected to projects they would not vote. Even if there is just perceived conflict, then people should not be part of it.

8) How does the OEE Master Plan overlap with the work? How to best connect with you?

>Measurements/Accountability and Executive

>Outreach- Refer to ...

5) Old Business Category (Decisions and Work Done) –5 min

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- Committee Structure (**still need input from Kristian**)
 - i. Outreach & Engagement & Event Planning -Pastor Hoskins, Bo, Lisa
 - 1. Structure how this is done
 - ii. Communications -Lisa, Doug B.
 - 1. Community Orgs
 - 2. 3rd Party
 - 3. Key Objectives -Media, City Staff, Webpages, Social Media, Newsletters
 - iii. Measurement & Accountability – Mallory, Cailin
 - iv. Executive Committee – LaKiya & Michael
 - Ward Specific Stakeholders List
 - i. Share/brainstorm lists
 - 1. Compile master list with email-Mallory to create google doc
 - 2. Data: Calvin (Michael), KConnect (Bo), Johnson Center (Mallory), Commissioners (All)
 - Communications Plan Draft started
- 6) New Business - 15 min
- Committee Agenda development (**Outreach and Comms Committees break out together with Angelika**)
 - Executive Committee
 - i. Implement plan draft comments
 - ii. Engagement Budget Draft
 - Outreach, Engagement & Event Planning
 - i. (From Lisa) Nervous about getting the word out to educate people what is coming. Outdoor events? Partner with existing outdoor events? 49507 project, GRAAAMF, Library events and DGRI events, Confluence and Art Prize
 - Communications
 - i. (From Lisa) Update website/media releases to provide information out to the community about PBC and how people were chosen, its purpose and what we are looking to do, and publicize access to this information through existing city channels and additional ones? GR Times, radio spots, door hangers, etc
 - Measurement & Accountability Committee
 - i. Measure how well we are engaging people
- 7) Committee Breakout (~30 min)
- 8) Committee Report (10 min) & Action Items
- Executive Committee
 - Outreach, Engagement & Event Planning
 - Start doing the engagement with what we have (low tech)
 - Where does the information from the interest form on web go to? AL to follow up w/City Communications team
 - Connect with John H -GRPS on connecting
 - Communications
 - Measurement and Accountability

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Idea Submission Form Draft- by Next week?

>Need-Data-

Demographics from in-between census

Property Management List-

NMF Application

- Angelika Priorities:
 - 1) Partner Organization Agreement settled-Reach out directly to organizations
 - LaKiya-sending draft & Engagement Budget numbers
 - Question: What percentage engagement is required
 - >Exec to Connect with Doug on these items
 - Question: What information do we need to generate to give to Partner Orgs.?
 - >Points of engagements can be a follow up to the flyers
 - >Workflow graphic to show the process
 - Understand Legal obligations of contract
 - Submission Form
 - Technology Support-AL had initial training on web
 - Technology Support-For voting-possible David
 - Filtering Submission:

9) Action Items

- Executive Committee
- Outreach, Engagement & Event Planning
- Communications
- Measurement & Accountability Committee
- All

10) Adjourn