



Bureau of Planning and Sustainability

Invitation to Serve on PCEF High Road Advisory Council

Thank you for your interest in serving on the Portland Clean Energy Community Benefits Fund (PCEF) High Road Advisory Council providing guidance about workforce and contracting issues. Applications are due on **January 27th at 5 PM.**

This document provides a brief overview of PCEF and the High Road Advisory Council, along with application instructions.

Background: PCEF is a historic initiative that invests approximately \$60 million annually in climate actions that advance equity and provide community benefit. This brief [video](#) provides valuable context about the history and intent of the PCEF legislation.

PCEF grant funding recommendations are made by a nine-member Committee comprised of diverse experts and community members who reflect the racial, ethnic, economic, and geographic diversity of the City. Program staff are employees of the City of Portland Bureau of Planning and Sustainability.

PCEF addresses workforce and contractor equity on its projects by setting requirements for grantees and contractors that address wages, reporting, diversity goals, and the cultivation of safe and inclusive worksites.

Purpose: The PCEF High Road Advisory Council (Council or HRAC) is being created to provide guidance to PCEF staff regarding workforce and contracting issues including, but not limited to, the following:

- *Workforce and Contractor Equity Plan* – this is a plan that defines measurable and ambitious goals for workforce and contracting diversity on PCEF grants, potential focus areas for Request for Proposals (RFPs), and capacity building that may improve the ecosystem of inclusive workforce and contractor development
- *Workforce and Contractor Equity Agreements* – these are the grantee requirements and goals for diverse workforce and contractor utilization, positive jobsite trainings, wages, reporting, and contractor payment
- *Workforce and Contractor Equity RFP Criteria* – this relates to what elements to score in applications (including incorporation of evaluation findings).

Roles and Responsibilities: The High Road Advisory Council is an advisory body to PCEF program staff. Responsibilities include providing ideas and input, reviewing drafts, and making recommendations for consideration.

Time Commitment: It is anticipated that the Council will meet approximately four to six times per year. The term of service is anticipated to be two years. The first meeting will be held in late February 2022.

Composition: The Council will be composed of stakeholders with experience and networks that can help inform the issues being addressed (e.g., workforce and contractor goals, equity agreements). Members will have familiarity with workforce and contractor issues and trends in the areas of renewable energy, energy conservation, green infrastructure, regenerative agriculture, construction, and other climate-related industries.

Members of the High Road Advisory Council will be selected based on subject matter expertise and representation of PCEF priority populations. The initial size of the Council will be no less than 7 and no more than 11. The Council's work will be supplemented by input from key stakeholders – for example, through work sessions, surveys, or interviews.

Compensation: Stipends of up to \$500 per year are available for Council members. Reimbursements for travel and childcare are available.

Conflicts of Interest: Persons/organizations that are current or former PCEF grant applicants and/or grantees may serve on the Council; these perspectives provide valuable insight regarding how PCEF processes are working and do not provide a conflict of interest as Advisory Council members are not involved in grant-making decisions.

Governance: The Advisory Council will utilize a modified consensus process for making decisions, consistent with the process used by the PCEF Grant Committee.

Application: To be considered for membership on the PCEF High Road Advisory Council submit your application by **January 27th**. The application should take approximately 10 to 30 minutes to complete. [Fill out and submit the application form](#) to serve on the PCEF HRAC.

If you have any questions, please contact Janet Hammer at janet.hammer@portlandoregon.gov.