

COMMUNITY IS KEY



PCEF Grant Committee Meeting

February 2, 2021, 6:00 – 8:00 p.m.

— PORTLAND
**CLEAN ENERGY
COMMUNITY BENEFITS
FUND** —



Bureau of Planning and Sustainability

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portland.gov/bps/cleanenergy

Virtual Participation Check

Guidelines for public participation

- Committee meetings open to the public
- Public invited to comment at around 6:05 p.m.
- Opportunities for public engagement in other forums/meetings

➔ Guidelines applied to virtual meeting:



Chatbox: open for introductions and public comment. All other times, host-only chats (PCEF Staff).



Raise Hand: used by Committee only.



Video: on for Committee only.



Microphone: public members muted unless giving public comment or for introductions.



Recording: this meeting is being recorded.



Captioning: this meeting is being captioned; settings > show subtitles.

Guiding Principles



Introductions

Public comment

Agenda

- 6:00 Introductions
- 6:05 Public comment
- 6:10 Program updates
- 6:15 Update on program reporting and evaluation efforts → small breakout group discussions
- 6:55 Break / Committee member discussion in small group breakouts – not open to public or staff
- 7:15 Co-chair role, potential decision
- 7:25 Committee member recruitment and selection subcommittee
- 7:35 Other Committee member roles
- 7:55 Committee member comments
- 8:00 Meeting close

Program updates

Reporting and evaluation update



Program Metrics Update

- Reporting & Evaluation Subcommittee
- PCEF Reporting Requirements
- Dashboard Concept
- Approach & Timeframe
- Questions for Discussion

Reporting & Evaluation Subcommittee

The Reporting and Evaluation Subcommittee exists to support the PCEF Grant Committee in meeting its legislative mandate regarding reporting on program effectiveness (7.07.050.E.5, 7.07.050.E.6, 7.07.040.D) and its commitments to accountability and continuous improvement.

The Subcommittee will:

1. Develop, and update as necessary, the reporting and evaluation process. This includes consideration of *program achievements* (high level program metrics and grantee outputs and outcomes) and *processes* (what worked well in delivering our program and how we might improve).
2. Provide guidance to implementation of the reporting and evaluation process. This includes high level guidance to evaluation elements and workplan.
3. Review performance and identify items to bring to the full Committee for consideration of implications.

This subcommittee is expected to be a standing subcommittee as reporting and evaluation are a regular part of the Committee's work.

PCEF Reporting and Evaluation: Legislative Directives

- **Adopt a methodology to measure, track and report** to the public, the Mayor, and the City Council the **effectiveness of the programs** in implementing the City’s Climate Action Plan in a manner that supports social, economic and environmental justice, including developing a diverse and well-trained workforce and contractor pool in the field of energy efficiency, renewables, green energy initiatives generally. All fund recipients shall file a report tracking their success in meeting the stated objectives ([7.07.050.E.5](#)).
- **Prominently display progress in meeting "measurable and ambitious goals for the training and hiring of historically disadvantaged groups**, including women, people of color, people with disabilities, and the chronically underemployed and **measurable goals for contracting with businesses owned or operated by such groups"** ([7.07.050.E.6](#)).
- The Fund shall be subject to a **financial audit every year and a performance audit every 2 years**, with the costs of any audit excluded from the 5 percent limitation for administrative expenses ([7.07.040.D](#)).

PORTLAND CLEAN ENERGY COMMUNITY BENEFITS FUND

This interactive dashboard provides information about PCEF's climate justice* investments.
Click on any of the five icons below to learn more about our results.



Investment

What projects did we fund and who benefited?

\$x to date with z% to organizations reflective of and serving PCEF priority populations. [Learn](#) about what projects we funded and who benefited.*



Climate

How did we reduce emissions that contribute to climate change and expand the supply of renewable energy?

X GhG reduction and Y KW installed. [Learn](#) about how we reduced emissions that contribute to climate change and expanded the supply of renewable energy.*



Workers & Businesses

How did our projects benefit workers and businesses?

\$x to contractors, y businesses assisted, z workers on PCEF projects, and # workers trained. [Learn](#) more about how our projects are benefiting workers and businesses.



Program Stewardship

How well do we manage the program and serve PCEF priority populations?*

*X grants managed, % on track, z recipients of technical assistance. [Learn](#) more about how well we're managing the program and serving PCEF priority populations.**



Co-Benefits

How did we help people save money, increase resilience, and improve social and environmental well-being?

X\$ saved and z projects improving climate resilience and social and environmental well-being. [Learn more](#) about project co-benefits.*

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This interactive dashboard provides information about PCEF's climate justice* investments.
The **INVESTMENT** measure provides information about the projects we fund.

Dollars Invested

- % of grant dollars to organizations serving and reflective of PCEF priority populations*
- By funding/project type
- By grant type (mini, planning, small, large)
- By project location
- Funds leveraged

Grants Made

- % of grants to organizations serving and reflective of PCEF priority populations*
- By funding/project type
- By grant type
- By project location
- Percent of planning grants that successfully apply for implementation grants
- % of mini grants to organizations with three or fewer FTE

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This interactive dashboard provides information about PCEF's climate justice* investments. The **CLIMATE IMPACT** measure provides information about carbon reductions and renewable energy.

Greenhouse Gases Reduced*

- Energy savings from efficiency measures
 - CO₂e*
 - # therms of natural gas*
 - # kWhs of electricity*
 - Building type (residential, commercial)
 - Average energy savings per building?
- Buildings improved
 - Square feet by building type
- Trees/shrubs planted/maintained
 - By project location
- Acres protected/converted
 - By project location

Renewable Kilowatts Installed*

- Installed capacity*
- Annual generation*
- By project location
- By user/owner type (res, commercial, institution, community solar)

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This interactive dashboard provides information about PCEF's climate justice* investments. The **WORKERS & BUSINESSES** measure provides information about training and economic opportunity related to climate action.

Workforce*

- People employed on PCEF projects
 - By demographics
- People trained
 - By demographics
- Wages paid to people on PCEF projects
 - By demographics

Businesses*

- Dollars to businesses (contractors)
 - By demographics
- Number of businesses (contractors) on PCEF projects
 - By demographics
- Businesses (contractors) assisted
 - By demographics
- Business (contractor) start-up or scale-up
 - By demographics

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This interactive dashboard provides information about PCEF's climate justice* investments.

The **Program Stewardship** measure provides information about how we support priority populations to successfully apply for grants and implement projects, along with information about how the program and its funds are managed.

Supporting Applicants

- Workshops, office hours, etc.
 - # participants
 - By demographic
 - Satisfaction

Reviewing Applications

- Number of applications received
 - By funding category
 - By grant size
 - By orgs that reflect PCEF priority population
 - % ineligible
 - Applicant satisfaction
- Grants awarded
 - By funding category
 - By grant size
 - To orgs that reflect PCEF priority population

Managing Grants

- Contracts under management
 - By funding type
 - On track
 - Grantee satisfaction
 - By funding category
 - On track
 - Grantee satisfaction

Accountability

- Performance Audit Findings
- Financial Audit Findings
- Expenditures
 - Administration
 - Programming
 - Grants

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This interactive dashboard provides information about PCEF's climate justice* investments. The **CO-BENEFIT** measure provides information about how projects provide additional social, environmental, and economic benefit to households and communities.

- **Energy Cost Savings**

- Average estimated % reduction in energy bills for residential clean energy projects
- Average estimated % reduction in energy bills for non-residential clean energy projects

- **Food Production**

- Pounds of food? People served?

- **Climate Education**

- % of projects with educational component accompanying physical improvement

- **Climate Resiliency***

- Energy storage (amount and # of locations)
- # groups engaged in resiliency planning
- # resiliency hubs established

- **Environmental Improvement**

- Air quality improvements – number of structures improved by type (resi/non-resi)
- Habitat creation – number/size of projects
- Flood control/groundwater recharge– number of projects
- Water conservation – % building projects that included water conservation measures

PCEF Metrics Development: Process & Timeline

- Subcommittee Work
- Community Engagement

November/ December

January/ February

March/ April

May/June

Refine Draft Metrics

UX/Communications Assistance

Committee Update

Topic Group Meetings
RA, GI, EE, RE, WD, CD, Other

Refine Draft Metrics &
Design

Committee Update

Public Comment

Refine

Committee Adopts

Discussion questions for breakout groups

- What are your initial impressions about this approach?
- Do you feel the draft metrics meet our legislative requirements and align with our guiding principles?
- Is there anything you feel is important to add, delete, or amend to better communicate PCEF program effectiveness or align with our guiding principles?

Break (20 min)

Until 7:15pm

Co-chair role, discussion and potential selection

Co-chair role

- One year term, with a maximum of three years of service
- Responsibilities in by-laws:
 - Convene and conduct both regular and special meetings
 - Encourage full and safe participation by Committee members
 - Assist in the process of building consensus
 - Ensure all participants abide by the Committee's Working Agreement
 - Develop meeting agendas (in consultation with the facilitator and staff liaison)
- Additional roles in draft working agreement:
 - Attend City Council meetings to represent the Committee
 - Sign correspondence on behalf of the Committee
 - Make the public feel welcome at Committee meetings
 - First point of contact for media with the Committee
 - Make sure Committee meeting gets through all required business
 - Make sure all Committee members get a chance to talk
 - Make sure clear decisions are reached

Committee member recruitment and selection

Other Committee member efforts

Grant review audit panel/grant review panel

Recruitment and selection subcommittee

Reporting and evaluation subcommittee

By-laws subcommittee

Ad-hoc engagement

Committee member comments

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Modified consensus decision making process

- **Proposal** – put forth for consideration by Committee member
- **Temperature check** – each Committee member indicates how comfortable they are with making an affirmative decision
- **Discussion** – additional discussion if needed
- **Amendments** – Committee members can offer amendments to the original proposal
- **Decision** – each Committee member can 1) affirm the proposal, 2) stand aside, or 3) indicate that “no” they do not support the proposal. Note that standing aside is counted as a decision to affirm for the purposes of approving a proposal.

The following minimum number of affirmative decisions is required for a decision to represent the position of the PCEF Committee.

- When 6 or 7 Committee members are present : 5 Affirmative decisions
- When 8 or 9 Committee members are present : 6 Affirmative decisions