

COMMUNITY IS KEY



PCEF Grant Committee Meeting

May 19, 2021, 6:00 – 8:30 p.m.

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



Bureau of Planning and Sustainability



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Virtual Participation Check

Guidelines for public participation

- Committee meetings open to the public
- Public invited to comment at around 6:05 p.m.
- Public asked to observe and listen
- Open conversation and social space will be available during 15-min break at 7pm for members of the public viewing via zoom

➔ 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.

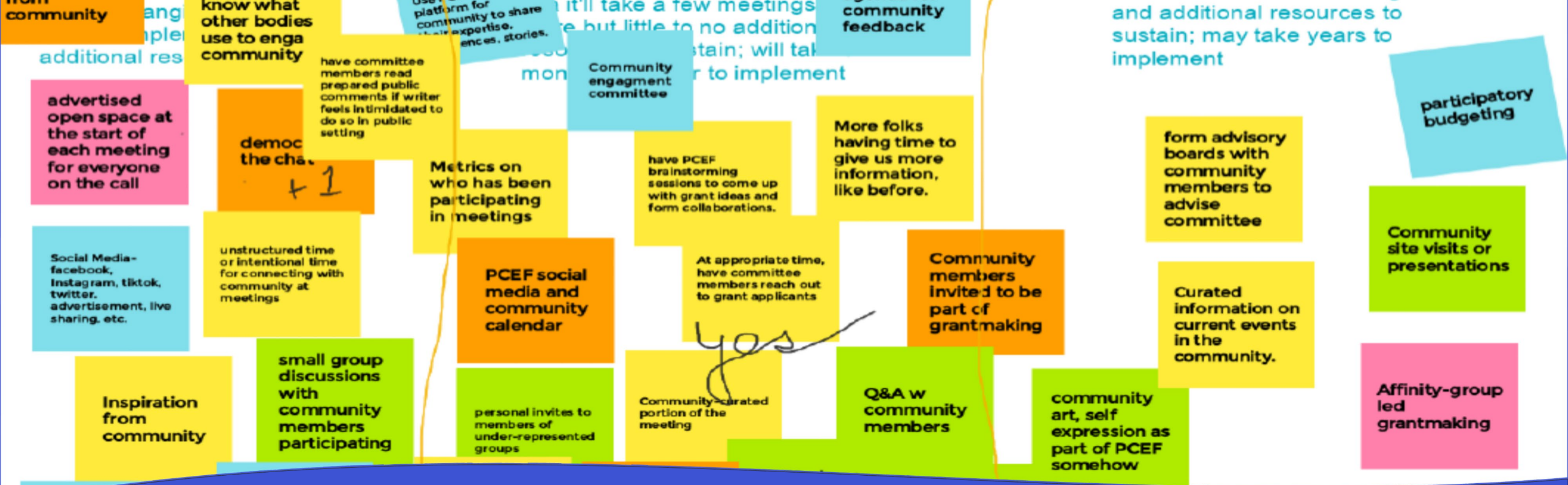
Introductions & opening

Agenda

- 6:00 Open
- 6:05 Public comment
- 6:10 Community engagement update
- 6:45 Mini-grant program deliberation
- 6:55 Break
- 7:00 Open Committee and community conversation breakouts
- 7:15 Mini-grant program deliberation, continued
- 7:45 Grant review process and minimum threshold
- 8:20 Committee member comments
- 8:30 Meeting close

Public comment

Community engagement



Last update - making Committee meetings inclusive

Themes:

- Create intentional community space during meeting
- Community dialogue for certain sections of meeting
- Research on best practices from other Committees
- ASL interpretation
- Increasing social media visibility
- Inspiration moments from community members

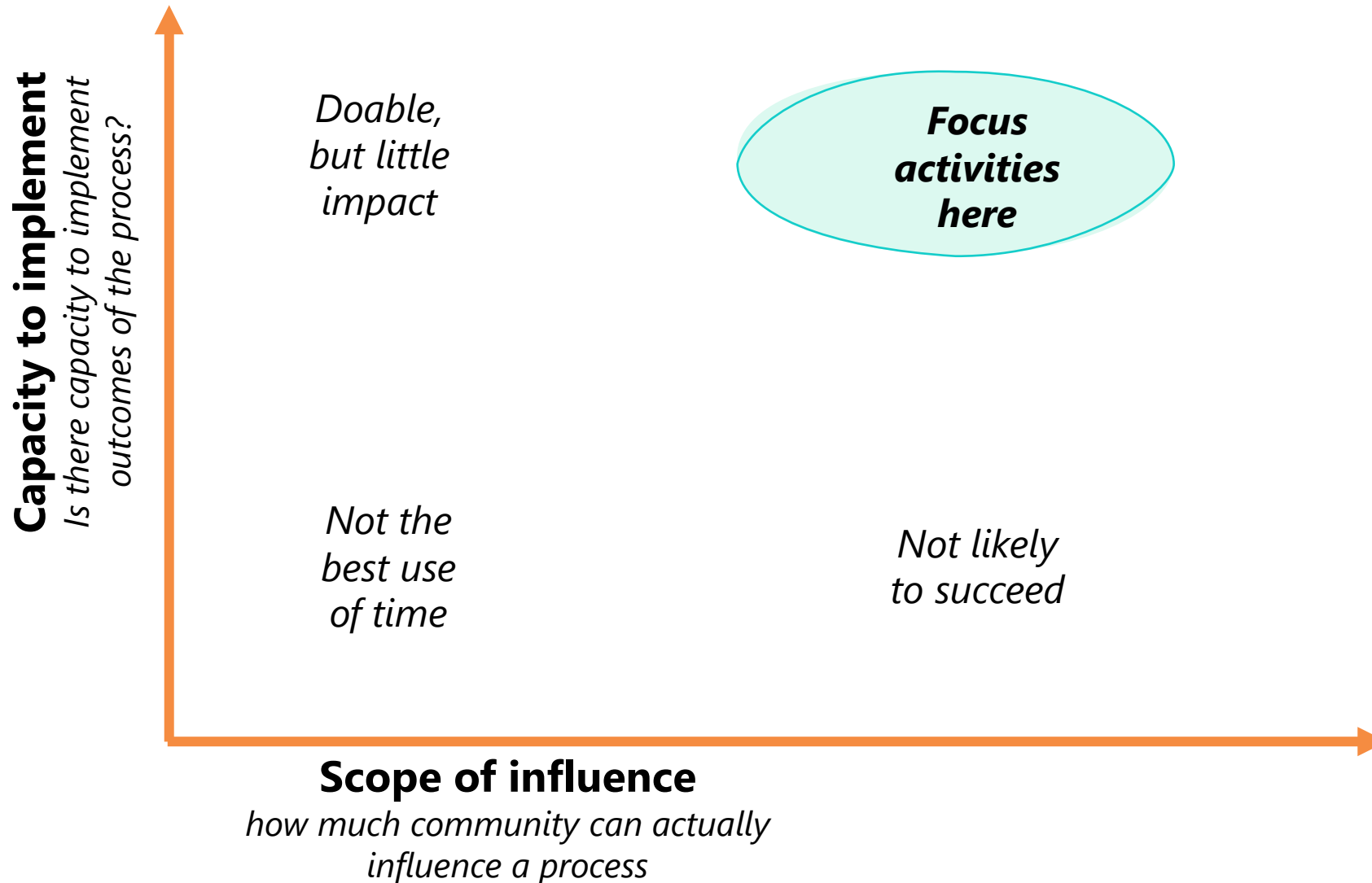
Brainstorm

Imagine we put out the 2nd RFP and you feel proud of how community was engaged leading up to its release.

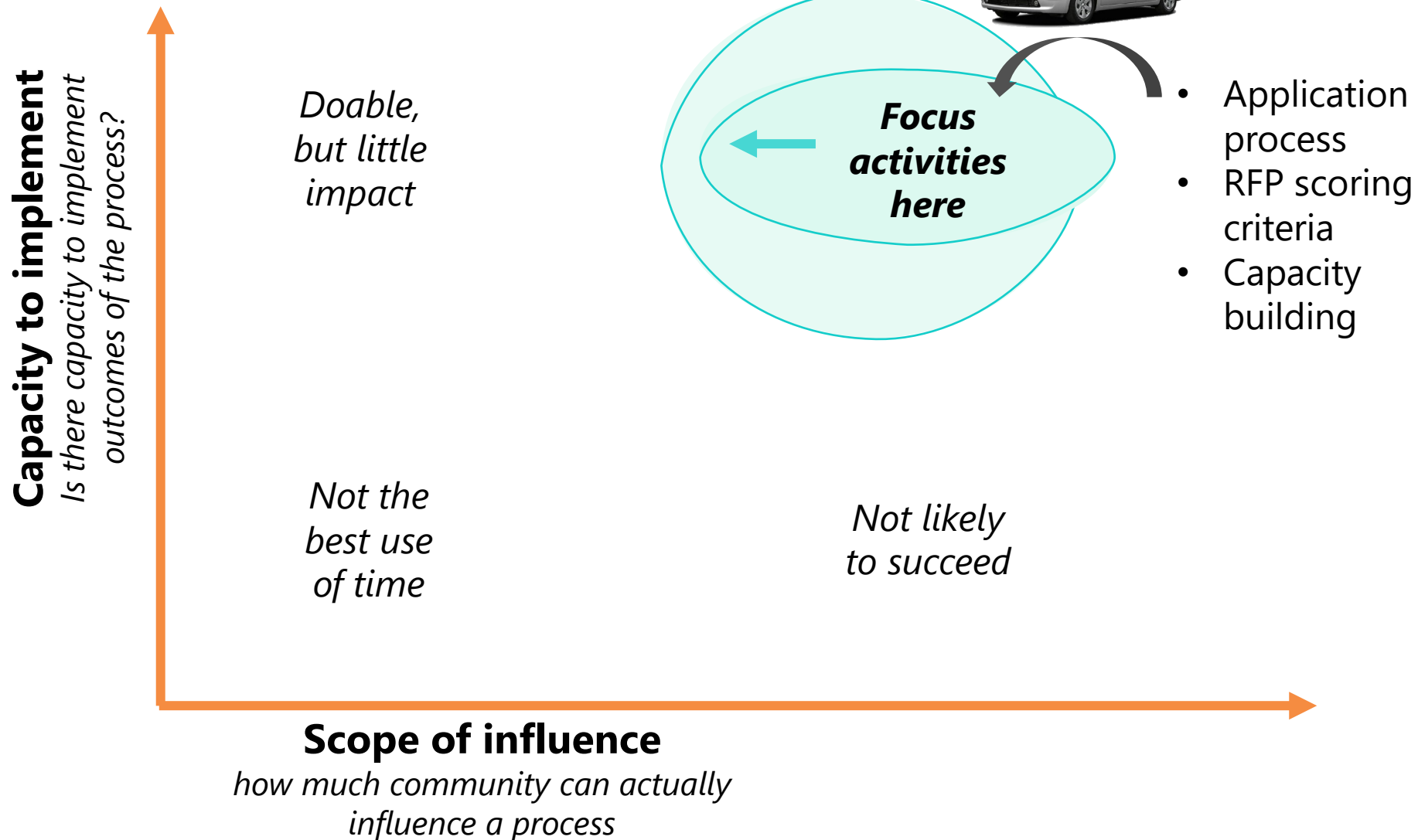
What are two influential things that happened to get us there?



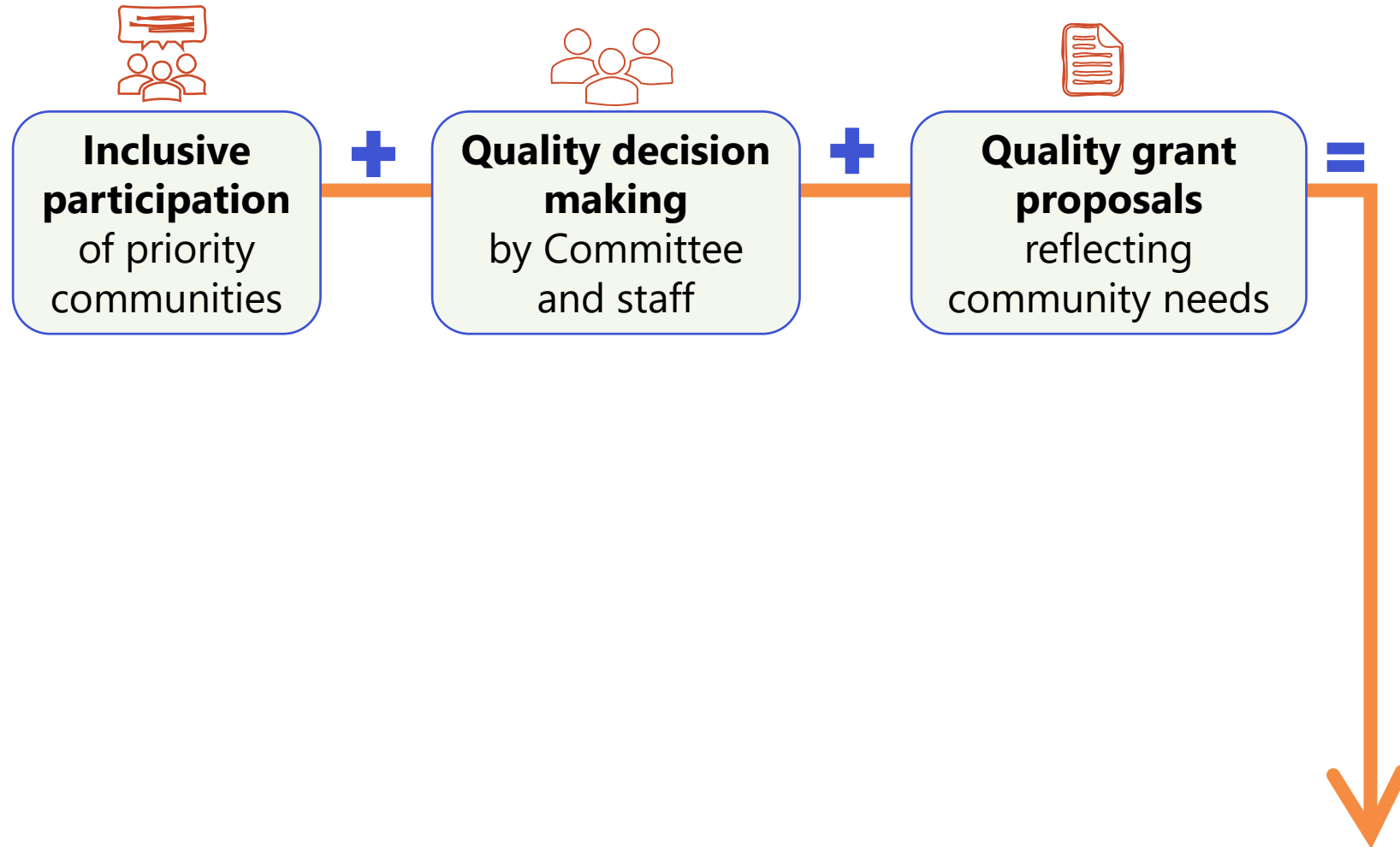
Community-powered



Community-powered

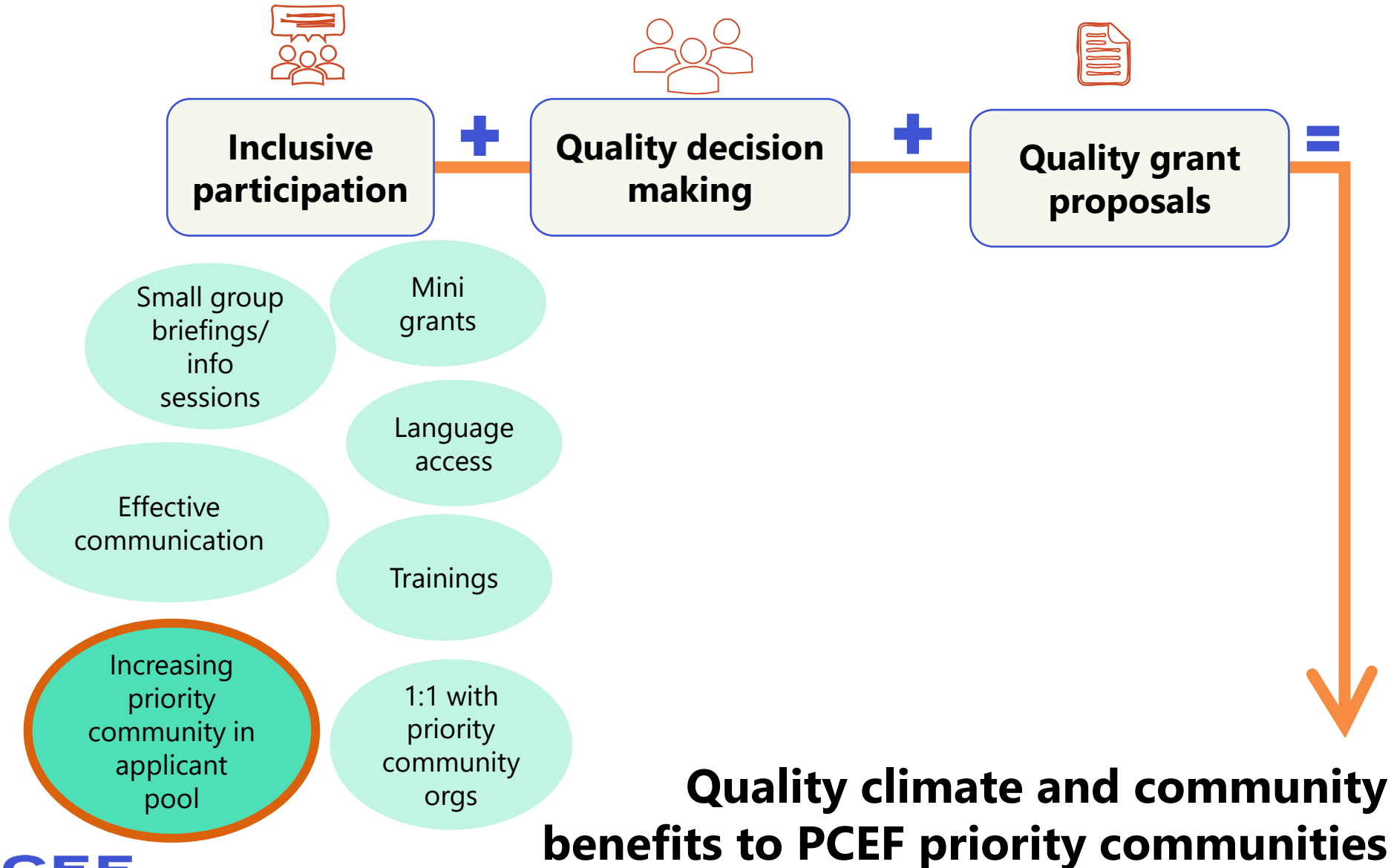


Engagement approach for next RFP

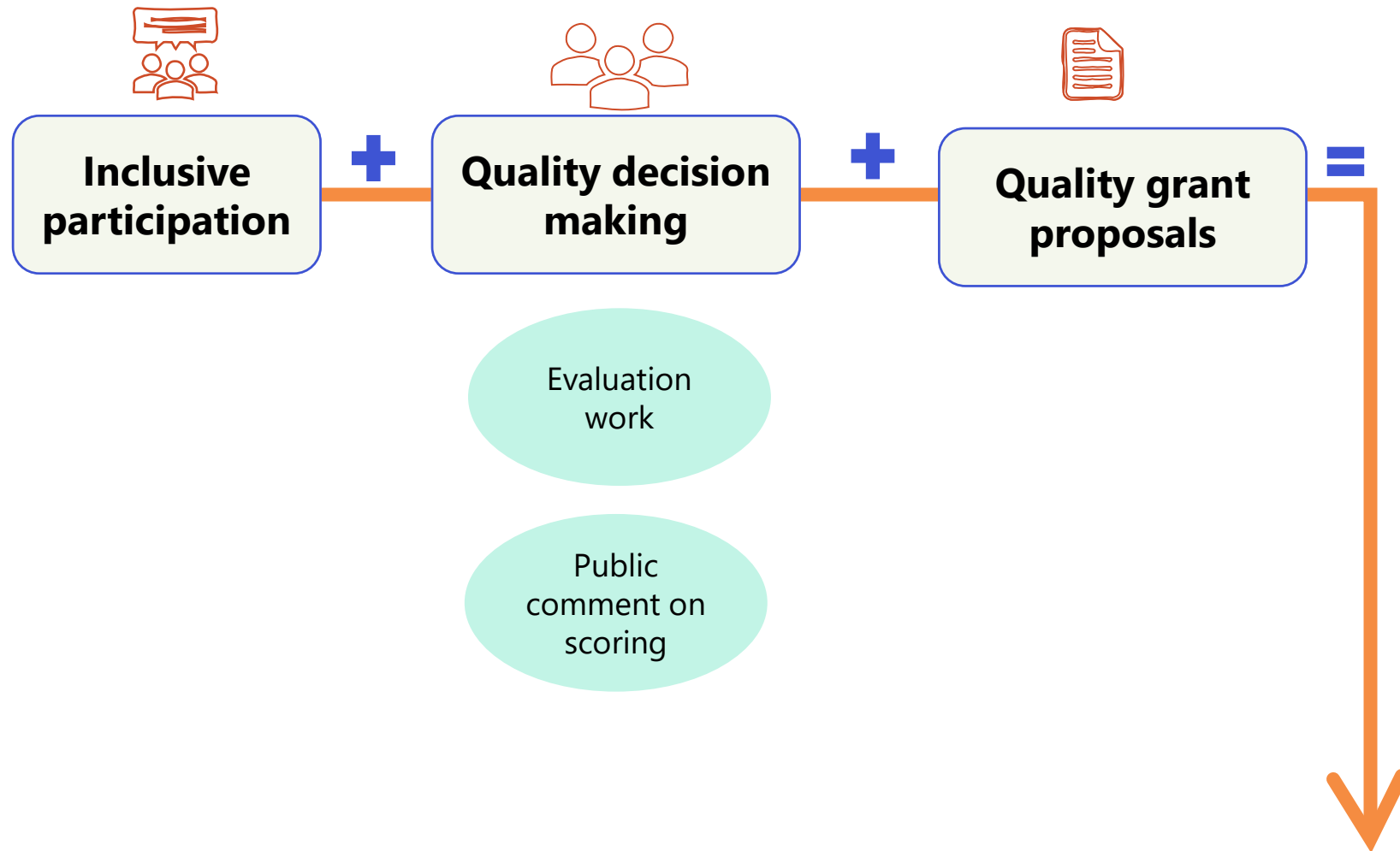


**Quality climate and community benefits to
PCEF priority communities**

Inclusive participation in 2nd RFP

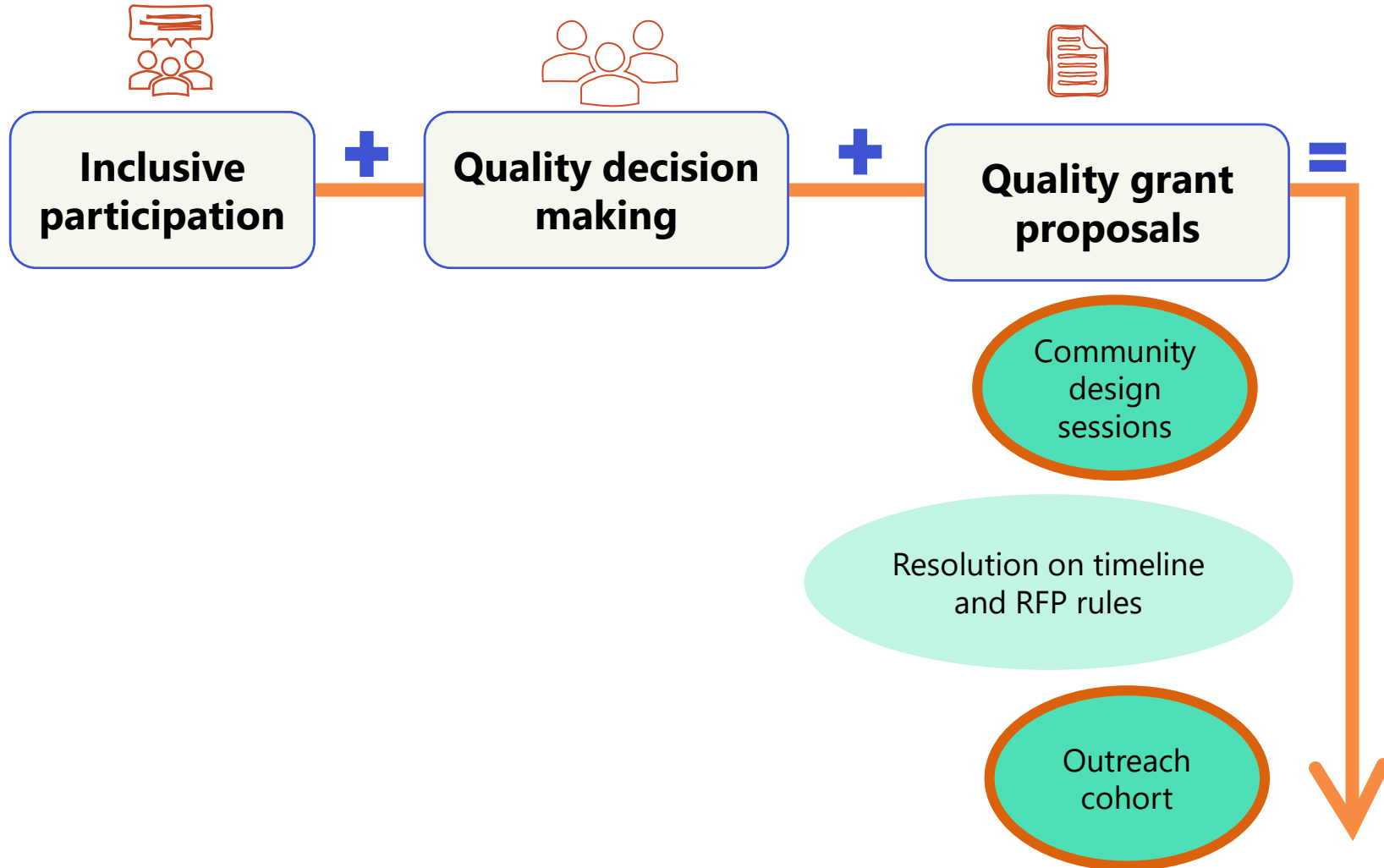


Quality decision making in 2nd RFP



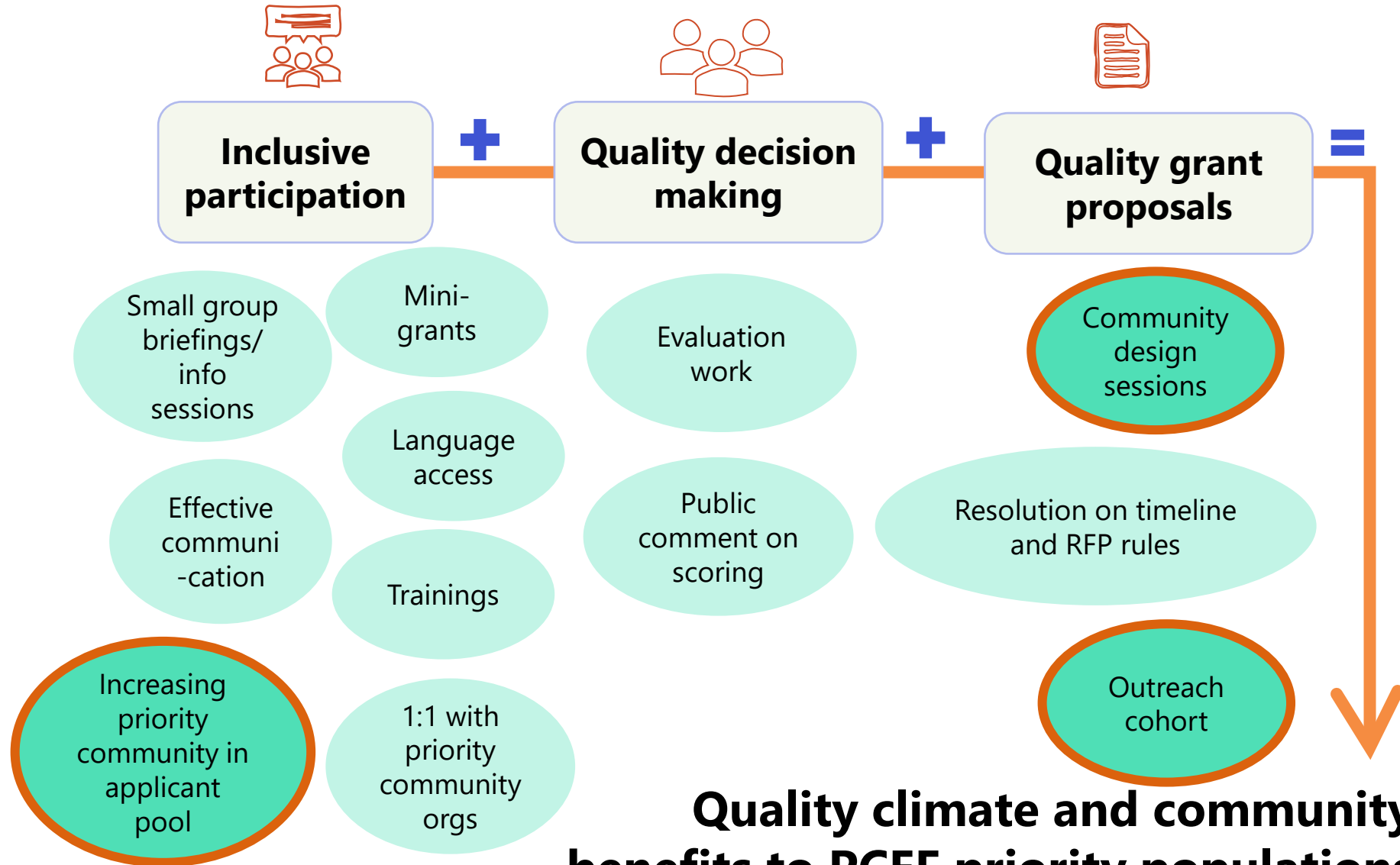
Quality climate and community benefits to PCEF priority populations

Quality grant proposals in 2nd RFP



Quality climate and community benefits to PCEF priority populations

Priority engagement opportunities in 2nd RFP



Applicant pool opportunities

Identified in Sept. 2020 RFP



- **What:** opportunities identified in applicant pool:
 - Workforce applications focused on people with disabilities
 - Workforce applications focused on women
 - Projects training up-and-coming contractors in deep energy retrofits and/or clean energy sector
 - Communities of color with a focus on Black and Indigenous organizations
- **How:**
 - Targeted invitations to PCEF Climate Action Design Sprint
 - 1:1 with organizations serving populations identified above
 - Presentations to key stakeholder groups

Community design sessions



- **What:** Community-centered capacity building workshops that take participants through creative activities so they're ready to apply for PCEF funding in Summer 2021.
 - Design sprint: 4 workshops for two small cohorts of community groups (16 max in each cohort)
 - Workshops: offered to general public; covers same information as Design Sprints at a faster pace
 - Online materials: worksheets and a short video will be provided after each workshop
- **Who:** Potential non-profit and community group applicants
- **Where / When:** Each workshop will take place online via Zoom in May and June 2021

Outreach cohort



- **What:** Cohort of 6 community connectors to bridge PCEF resources to their community
- **Who:** Individuals who are members of and organize communities underrepresented in our outreach including Native community, Black community, immigrants, creative / cultural workers, and people with disabilities.
- **How:** Over 12 months, each member spends ~150 hours (~12 hours / month) at \$15,000 (\$1,250 monthly):
 1. Learning about the PCEF program
 2. (Pending) Serving as grant application reviewers for Fall 2021 RFP
 3. Running their own outreach with PCEF staff support
- **When:** Selection in Aug. 2021, cohort starts Oct. 2021

Mini Grant Program

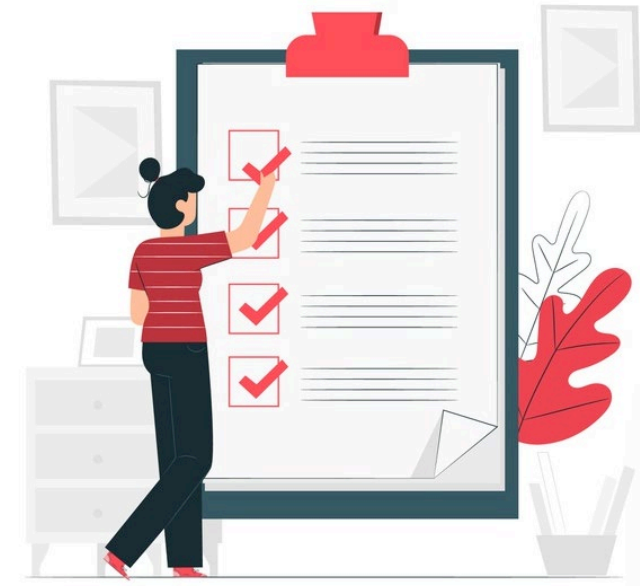
Review of mini grant program parameters

April 2020

- \$400,000 annual funding to test demand
- Quarterly \$100,000 awards to respond to time-sensitive needs
- Prioritize small organizations to create on-ramp to program and grow universe of non-profits doing environmental justice work
- Random selection within prioritized buckets to eliminate first come first serve bias toward established organizations
- Very low bar application and reporting to meet needs of small organization and match funding level (\$5,000 per grant max)
- Evaluate after one year

Council authorization

- \$400,000 authorized FY22
- \$100,000 quarterly disbursement
- \$5,000 max amount per grant



Discussion of modifications – 5/5/21 meeting

Prioritize PCEF priority populations

First level priority to organizations that serve and are led by PCEF priority populations

- This can be accomplished with little impact on other mini grant program goals so long as priority population information at the application stage is collected at aggregate levels: BIPOC, women, people with disabilities, and low income.
- Note: more granularity can be gathered from folks who receive awards.

Move up schedule for program evaluation

Evaluate after three quarters

- Staff recommend waiting until after Q3 cycle to review to allow three funding cycles.
- Note: Committee will get quarterly updates and that the Q3 review will be an evaluation of the application process only, as most grantees will not have completed their project or submitted their final reports.
- Measures to be evaluated must be defined, some will take longer to evaluate than three quarters.



Mini grant program, application measures – reporting to Committee

- Support organizations that serve and reflect PCEF priority populations
 - % of applicants and grantees who serve and reflect PCEF priority populations
- Support small organizations
 - % of applicants and grantees with three or fewer FTE
- Available for time-sensitive needs
 - Quarterly awards, advance full funding amount
- Grant application support
 - Staff analysis of use of funds - # of requests and # funded to support grant application
- Support projects that are too small for full RFP
 - Applicant survey to confirm application process took less than one hour on average
- Accessible entry point for organizations new to PCEF
 - Over time, track organizations who move from mini-grant recipients to recipients of larger PCEF grants



Discussion and...

Discussion: Do the proposed modifications meet the current desire of the PCEF Committee? Does the Committee have any additional questions or need for clarification?

Decision? Is the Committee ready to make a proposal?



Break (20 minutes)

Minimum score & threshold review

Scoring sections

1. Organization information
2. Project description and scope
3. Environmental benefits
4. Social benefits
5. Workforce and contractor benefits
6. Budget

Notes:

1. As criteria are currently defined, half of all possible points represents a status quo project. 89% of applications in the first round received 50% or more of overall points, no application received full points.
2. Applications w/o physical improvements could get all points in section 1 (organization information) and need very few additional points to reach 50% of overall points.

Minimum scores

Initial scoring would be performed by two staff per application. This initial scoring would serve to eliminate applications that do not meet minimum score.

Minimum score options

- % of overall score (e.g. applicants must receive at least ?% of possible points to be considered for funding)
- % of score for each section (e.g. applicants must receive at least ?% in each scoring section to be considered for funding)
- % of score in certain sections (e.g. applicants must receive at least ?% in organization information and project description and scope section to be considered for funding but there is not minimum score in other sections)

Staff recommend an audit subcommittee to evaluate scoring of applicants that do not meet minimum scoring requirements.

Threshold review/process considerations

Committee member participation on each scoring panel is a significantly limiting factor which creates the need for a threshold review to reduce the number of applications sent to scoring panels.

- Will each panel include a Committee member?
 - If yes, how many hours will members dedicate to this task? Is that adequate at higher funding levels?
 - If no, is it ok for some members to sit on scoring panels and others not?

Example path – Committee and community cohort scores applications on the margin.

- Purpose: Involve Committee and community cohort members in the process closer to decision.
- Step 1: Staff does initial scoring and ranking within funding areas of all applications.
- Step 2: Applications with scores below minimum needed for consideration AND applications that are clearly going to rise to the top of the list are withheld from scoring panel review.
- Step 3: Six scoring panels comprised of one Committee member, one community cohort member and one staff member score the 90 applications that are on the margin.
- Step 4: Final scores are used to develop portfolio for Committee recommendations.

Topics for June meetings

- Workforce development – consideration of how much goes to direct training for job placement versus K-12 education/skill building.
- Innovation/other funding area – consider better defining for applicants. Do we define a set aside for transportation here? Is there any appetite for funding use of products that are not commercially available?
- Land/building acquisition – clarification of parameters.
- Anti-displacement – returning to past conversations regarding grant requirements for anti-displacement plans.
- Returning to conversation about grant caps.
- Additional findings from evaluation that require Committee input.

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PORTLAND CLEAN ENERGY COMMUNITY BENEFITS FUND

Angela Previdelli
Grant Systems Analyst



Bureau of Planning and Sustainability

A program by City of Portland,
Bureau of Planning and Sustainability
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Guiding Principles



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