

PCEF Grant Process and Criteria Review Subcommittee Minutes

DATE: 2.26.20 FROM 1:00 TO 2:00 PM

Attendance:

Committee: Megan Horst, Ranfis Villatoro, Robin Wang, Faith Graham

Staff: Janet Hammer, Cady Lister

Next Steps/Todos

- Subcommittee members will begin working on presentation material for committee meeting/work session on March 31.
 - Megan and Robin will work on draft that provides an overview of 1) what the subcommittee has been up to, 2) the proposed elements of the application review process (e.g., LOI – what it is, pros/cons, recommendation for year one and why, screen for eligibility, review process that varies by size and funding type/category - noting that Ranfis and Faith will be going deeper into this topic), consideration of factors such as minimize burden through consistent definitions and measures, portfolio balance), 3) scoring as a concept, different ways it can be done, and things we are considering.
 - Note: clarify the meaning of update, conversation, decision.
 - Note: mention we are not talking here about TA available, outreach, etc. - only the application review.
 - Ranfis and Faith will work on draft that provides an overview of the review process including who reviews, what, when. Reviewers could include staff, committee, technical reviewers, community participants other than grant committee. Note how this varies by type/size of grant. Provide menu of options to respond to with pros/cons.
- Staff and committee members will continue to gather information from external funders
- Staff will set up folder structure in shared one drive
- Staff will create a “decisions document.”
- Staff will create word document for glossary
- Interview summaries should include 3-5 key bullet points and a summary of relevant info

Update on meeting requests with funders

Organized by lead contact, though note overlaps in yellow. This has also been created as a word document in the subfolder.

Non-government organization

Ranfis

- MRG Foundations <https://www.mrgfoundation.org/> (Ranfis)
- Social Justice Fund Northwest <https://socialjusticefund.org/> (Ranfis, Cady) interview done.
- Worksystems Inc <https://www.worksystems.org/> (Ranfis, Janet, Cady) interview done.

Robin

- Climateworks <https://www.climateworks.org/> - Robin – This group is harder to get ahold of. No direct email. No email response yet. Ranfis will coordinate with Robin.
- Oregon Community Foundation – Robin and Janet, interview done 2-24
- NWAf – know the ecosystem well. Fund tribal projects. Robin will reach out to his contact.

Faith

- Bullitt Foundation-Faith emailed.

- JPB – small private funder but 11th largest in US. In NY – poverty/environment. – Faith knows them. Robin was connected to them recently via Craft 3 and sent a note to connect when in NY. **Faith and Robin will coordinate.**
- Energy Foundation – SF, intermediary funder. Working in many – including env. Justice, poverty, intersection housing. Faith emailed.
- Garfield – Smaller funder, in environment/climate space and interest in systemic transformation and collaboratives. Engaged. Thinking about process as well. Faith. Faith emailed.

Staff

- Collins Foundation <https://www.collinsfoundation.org/> (Staff/Sam)
- Meyer Memorial Trust <https://mmt.org/> - (Staff/Janet)
- Clean Energy Works (Staff/Cady) – interview done
- PG&E (Staff/Cady) – interview done
- California Climate Investments (Staff/Janet & Cady)
- Spirit Mountain (if appropriate; Janet)

Governmental Entities

Megan

- ODA Farm to school (Megan) – will have to wait until after March 9
- King County regional food systems (Megan)
- USDA (Megan), interview done

Staff

- City of Portland – Civic Life and PCL (Staff/Cady), PCL interview done, need to f/u w/ civic life
- Community Opportunity Enhancement Plan – (Staff/Janet)
- EMSWCD (Staff)
- Energy Trust – (Staff/Cady)
- Metro (Staff/Janet)
- ODOE – (Staff/Cady)
- PHB – Staff

Discussion summary

1. Logistics: scheduled out next three meetings including two 1.5 hour session that will be in person.
2. Staff gave an update on work related to high level program performance metrics (see list below), defining terms, and measurement tools/models.
 - a. Robin expressed a desire to stick with macro metrics that allows for comparison across types of projects, at least in the first year. Allow applicants to define their own performance metrics. Then evaluate after a year.
 - b. Ranfis noted the need to remember all reporting entities when designing requirements e.g., contractors and subs are often reporting.
 - c. Also need to think about how compliance and enforcement are handled.
3. Next meeting we will discuss the proposals that Robin and Megan came up with around application review process and recommendations that Faith and Ranfis develop around the review process including who reviews, what and when.

High level reporting metrics (draft list, not all apply to all projects). Staff working on an updated version.

1. \$'s invested

2. GHG reduced/sequestered/avoided
3. # people served
 - a. Households/program participants
 - i. BIPOC
 - ii. Income
 - iii. geography
 - b. Workforce development/training grants
 - i. # people trained
 - ii. # people placed in jobs
 - iii. % BIPOC (disaggregated if possible)
 - iv. % female
 - v. % w/disability
 - vi. % low income
4. FTE equivalent employed on PCEF grants
 - i. % BIPOC (disaggregated if possible)
 - ii. % female
 - iii. % w/disability
 - iv. % low income
5. Cost savings
6. # trees planted
7. # buildings touched EE/RE/resiliency
8. Environmental co-benefits: cooling, air quality, water quality, animal habitat
9. Acres converted

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