

# Immigrant and Refugee Affairs

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## Department Overview

The Office of Immigrant and Refugee Affairs (OIRA) facilitates the successful integration of immigrants and refugees into Seattle's civic, economic, and cultural life; celebrates their diverse cultures and contributions to Seattle; and advocates on behalf of immigrants and refugees.

OIRA works with the Immigrant and Refugee Commission, community partners, and City departments to define and achieve desired outcomes for City investments for immigrant and refugees. According to the 2013 American Community Survey, immigrants and refugees comprise more than 17% of Seattle's population. It is OIRA's job to ensure that these residents are effectively connected with City services.

OIRA is dedicated to supporting the City's Race and Social Justice Initiative by improving services and better engaging immigrant and refugee communities. OIRA also partners and collaborates with other City departments, government agencies, community organizations, and the private sector.

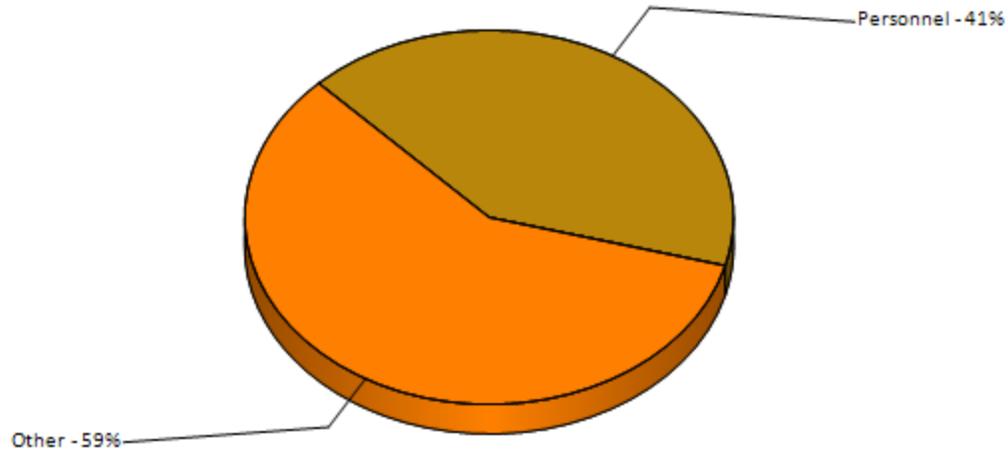
## Budget Snapshot

Department Support	2014 Actuals	2015 Adopted	2016 Endorsed	2016 Adopted
General Fund Support	\$554,451	\$1,070,281	\$1,843,431	\$2,261,083
Other Funding - Operating	\$0	\$400,000	\$400,000	\$400,000
<b>Total Operations</b>	<b>\$554,451</b>	<b>\$1,470,281</b>	<b>\$2,243,431</b>	<b>\$2,661,083</b>
<b>Total Appropriations</b>	<b>\$554,451</b>	<b>\$1,470,281</b>	<b>\$2,243,431</b>	<b>\$2,661,083</b>
Full-time Equivalent Total*	3.00	7.00	8.00	9.50

\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.

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## 2016 Adopted Budget - Expenditure by Category



## Budget Overview

The 2016 Adopted Budget expands on investments the 2015 Adopted Budget made in the Office of Immigrant and Refugee Affairs (OIRA) and is focused on immigrant and refugee integration. Reducing barriers to citizenship and civic participation remain OIRA's focus as the office continues to expand. The adopted budget builds off of the successes of current initiatives and services. The budget also builds on the recommendations of the Voting Rights Task Force, which examined ways the City, county and state can foster and support civic engagement opportunities for immigrants and refugees. Finally, the budget realigns resources within the office as it grows and develops additional capacity with its existing staff thereby allowing a reduction in consultant capacity.

### Immigrant Family Institute

In 2014, OIRA launched the Refugee Women's Institute as a one-year pilot program. The program paired 20 refugee women with mentors from the Seattle Police Department (SPD) in an eight-week program focused on overcoming fear and mistrust that acts as a barrier to community participation. Designed to confront the complicated and sensitive issues that stifle access and opportunity to government services and programs, the pilot enrolled women from Iran, Iraq, Eritrea, Ethiopia, Burma and Bhutan. A comprehensive evaluation of the program completed in August 2015 highlighted several of the successes and challenges of maintaining and institutionalizing the dialogue started in the program.

Building off of the pilot, the adopted budget includes resources to implement a second iteration focused on young immigrant and refugee men of color and their families - the Immigrant Family Institute. Similar to the Refugee Women's Institute, the Immigrant Family Institute seeks to build understanding between officers in SPD and the communities they serve and protect. The program features an eight- to ten-week curriculum, engages numerous City departments to raise awareness about available services, and develops community leadership and capacity within some of Seattle's most vulnerable communities. The adopted budget includes resources to

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implement this program, including additional staff capacity to ensure continuity between cohorts as the program matures.

## Implementing the Voting Rights Task Force Report Recommendations

Convened by the Mayor's Office to identify and address issues and barriers to civic participation by immigrant communities, the Immigrant Voting Rights Task Force released their full report with recommendations for implementation in May 2015. Several of these recommendations involve leveraging work of King County and the State to improve access to ballot drop boxes as well as advocacy on behalf of immigrant communities. Other recommendations rest within the City's ability to carry out, and the adopted budget implements several of these items. Most notably, the budget increases funding to the New Citizen Program (NCP) and provides resources to develop aspects of a voter education and awareness campaign.

The 2016 Endorsed Budget transferred the existing NCP from the Human Services Department to OIRA to strengthen the ties between promotion of the benefits of naturalization and citizenship services. The 2016 Adopted Budget increases funding for the program with the goal of expanding its reach. The current NCP program focuses on reaching the most vulnerable populations eligible to be naturalized. This model is resource intensive and limits the number of individuals able to receive services each year. The adopted budget includes additional funding to supplement the existing model with a new approach to ensure more eligible residents are on the path to citizenship each year. Free, large-scale workshops, a public awareness media campaign and new public-private partnerships will expand the program's scope to encompass the most vulnerable as well as those who may need more concentrated, but time-limited, assistance navigating the naturalization process.

Finally, the budget includes additional resources to begin implementing a comprehensive civic education and voter engagement campaign, Seattle Votes. In order to understand the unique challenges and barriers immigrant communities face to political participation, resources will be focused on data collection in 2016. Polling (through community-based organizations and social media) will provide insight to better understand who the current and potential immigrant voters are. This work will complement and leverage many of the existing and expanded programs in OIRA, including the New Citizen Program, that address issues around civic engagement with immigrant and refugee communities.

## City Council Changes to the Proposed Budget

The Council added funding for a feasibility study to explore how the City, in partnership with community colleges, may establish a "Welcome Back Center." Welcome Back Centers focus attention on the unique contributions that immigrants and refugees can bring to Seattle and Washington state if they are allowed to enter their chosen professions and contribute more fully to our city and community.

## Incremental Budget Changes

### Immigrant and Refugee Affairs

	2016	
	Budget	FTE
<b>Total 2016 Endorsed Budget</b>	<b>\$ 2,243,431</b>	<b>8.00</b>
<b>Baseline Changes</b>		
Citywide Adjustments for Standard Cost Changes	-\$ 12,219	0.00
Technical Adjustments - New Citizen Program	\$ 129,128	0.00

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## Proposed Changes

Immigrant Family Institute	\$ 61,233	0.50
New Citizenship Program Expansion	\$ 200,622	1.00
Seattle Votes	\$ 35,000	0.00
Staffing Adjustments	\$ 28,924	0.00
Reduce Consultant Contract Capacity	-\$ 60,036	0.00

## Council Changes

Welcome Back Center	\$ 35,000	0.00
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<b>Total Incremental Changes</b>	<b>\$ 417,652</b>	<b>1.50</b>
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<b>2016 Adopted Budget</b>	<b>\$ 2,661,083</b>	<b>9.50</b>
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## Descriptions of Incremental Budget Changes

### Baseline Changes

#### Citywide Adjustments for Standard Cost Changes - (\$12,219)

Citywide technical adjustments made in the initial planning phase reflect changes in the internal services costs, health care rate reduction, retirement contribution rate reduction, and updates to unemployment and industrial insurance charges. There was also an adjustment made to the 2016 base to recoup savings from a higher-than-expected inflation provided in the 2015 Adopted Budget for non-labor expenses. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### Technical Adjustments - New Citizen Program - \$129,128

This adjustment transfers existing contract resources from the Human Services Department to OIRA associated with the New Citizen Program. The 2016 Endorsed Budget transferred one full-time grants and contracts specialist position that manages the program as well as a majority of the funding associated with contracts to support the program to OIRA.

### Proposed Changes

#### Immigrant Family Institute - \$61,233/.50 FTE

The adjustment adds 0.50 FTE community development specialist to launch the Immigrant Family Institute, building off of the model and success of the Refugee Women's Institute. This position will support participants through the program from orientation to graduation, providing case management and serving as a liaison between City departments and participants. While the Refugee Women's Institute recruited 20 refugee women and 20 women police officers, the Immigrant Family Institute will seek to expand the program's reach and recruit around 45 individuals or 15 families (one young man and two parents/guardians) and 20-30 police officers. An additional \$25,000 is provided to develop a new curriculum specific to the population and hire additional facilitators for the institute. The Refugee Women's Institute was funded on a one-time basis in the 2014 budget.

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The 2015 budget did not include funding for the program in order to allow time for an evaluation of the one-year pilot program.

## **New Citizenship Program Expansion - \$200,622/1.00 FTE**

This item increases support for the New Citizen Program, transferred from the Human Services Department to OIRA in the 2016 Endorsed Budget. The 2016 Endorsed Budget transferred funding for the program as well as 1.0 FTE grants & contracts specialist assigned to the program. The existing New Citizen Program assists with around 800 citizenship applications a year with intensive case management services. The budget adds one full-time strategic advisor position to expand the scope of the program from its traditional target population to a broader audience. This position will work with the existing program staff to ensure that as many eligible residents as possible are on the path to citizenship, with a goal of increasing the number of completed applications to around 2,000 a year. In addition to the new position, \$75,000 is provided to host several free large-scale citizenship workshops throughout the year as well as to develop and implement a public awareness campaign around the benefits of citizenship.

## **Seattle Votes - \$35,000**

This item adds funding to launch the first steps of a comprehensive civic engagement campaign. Funding will support the development and deployment of a robust data collection effort to help the City better understand the challenges and barriers to participation immigrants and refugees face. OIRA will partner with community-based organizations to distribute and administer a questionnaire to help ensure they reach a diverse cross-section of immigrant voters. The office will supplement data collected through this survey with a media campaign on voter engagement and registration.

## **Staffing Adjustments - \$28,924**

This item provides resources to account for staffing changes and shifting capacity. Since 2014, OIRA has more than tripled in size and now manages multiple funding sources and several large, citywide projects and initiatives. To support this growth, an existing strategic advisor position's responsibilities have been expanded to perform as a deputy director for the office. This position will help manage the many projects and initiatives the office staffs as well as the office's budget and financial management. Additionally, the budget includes funding to reclassify a public relations specialist position to a strategic advisor added in the 2015 Adopted Budget to account for the increased role of the position in coordinating City-wide ethnic media engagement and strategy.

## **Reduce Consultant Contract Capacity - (\$60,036)**

This adjustment recognizes efficiencies in OIRA's management as the office expands and reassigns oversight of several programs and projects to existing staff. This reduction will have no impact on the office's ability to carry out its programs.

## **Council Changes**

### **Welcome Back Center - \$35,000**

This item adds one-time funding to contract with a non-profit organization for a feasibility study to explore how the City, in partnership with community colleges, may establish a "Welcome Back Center" in Seattle. Welcome Back programs have been developed in communities throughout the country. These programs provide assistance to immigrant and refugee professionals in assessing their skills, developing and navigating educational and credentialing pathways, developing social networks and accessing necessary supports like interview coaching, ESL instruction and transportation.

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## City Council Provisos

There are no Council provisos.

## Expenditure Overview

Appropriations	Summit Code	2014 Actuals	2015 Adopted	2016 Endorsed	2016 Adopted
CDBG - Office of Immigrant and Refugee Affairs Budget Control Level	6XN10	0	400,000	400,000	400,000
Office of Immigrant and Refugee Affairs Budget Control Level	X1N00	554,451	1,070,281	1,843,431	2,261,083
<b>Department Total</b>		<b>554,451</b>	<b>1,470,281</b>	<b>2,243,431</b>	<b>2,661,083</b>
<b>Department Full-time Equivalents Total*</b>		<b>3.00</b>	<b>7.00</b>	<b>8.00</b>	<b>9.50</b>

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## Appropriations By Budget Control Level (BCL) and Program

<b><u>CDBG - Office of Immigrant and Refugee Affairs Budget Control Level</u></b>				
The purpose of the CDBG - Office of Immigrant and Refugee Affairs Budget Control Level is to provide support to community-based development organizations with the goal of increasing the socioeconomic and civic opportunities for immigrants and refugees in Seattle.				
Program Expenditures	2014 Actuals	2015 Adopted	2016 Endorsed	2016 Adopted
CDBG - Office of Immigrant and Refugee Affairs	0	400,000	400,000	400,000
<b>Total</b>	<b>0</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>

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### Office of Immigrant and Refugee Affairs Budget Control Level

The purpose of the Office of Immigrant and Refugee Affairs Budget Control Level is to facilitate the successful integration of immigrants and refugees into Seattle's civic, economic, and cultural life, to celebrate their diverse cultures and contributions to Seattle, and to advocate on behalf of immigrants and refugees.

	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2016</b>
<b>Program Expenditures</b>	<b>Actuals</b>	<b>Adopted</b>	<b>Endorsed</b>	<b>Adopted</b>
Office of Immigrant and Refugee Affairs	554,451	1,070,281	1,843,431	2,261,083
<b>Total</b>	<b>554,451</b>	<b>1,070,281</b>	<b>1,843,431</b>	<b>2,261,083</b>
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