

# 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 2014 American Community Survey, immigrants and refugees comprise approximately 18% 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.

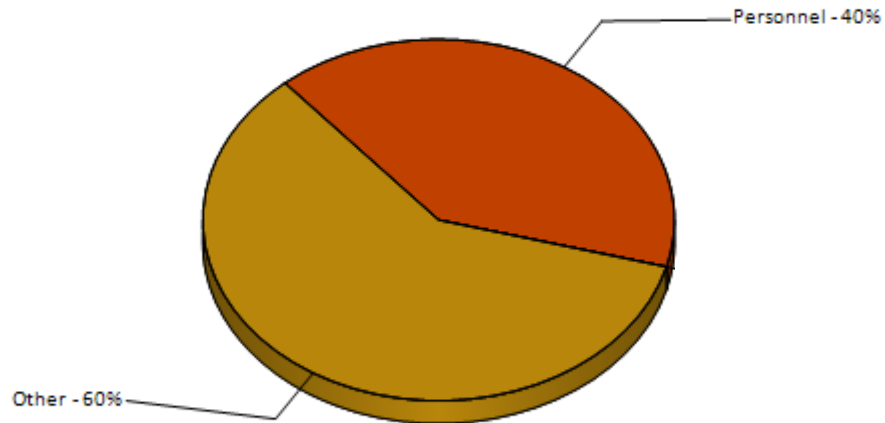
## Budget Snapshot

Department Support	2015 Actual	2016 Adopted	2017 Adopted	2018 Endorsed
General Fund Support	\$1,033,630	\$2,261,083	\$2,531,544	\$2,541,564
Other Funding - Operating	\$192,301	\$400,000	\$400,000	\$400,000
<b>Total Operations</b>	<b>\$1,225,931</b>	<b>\$2,661,083</b>	<b>\$2,931,544</b>	<b>\$2,941,564</b>
<b>Total Appropriations</b>	<b>\$1,225,931</b>	<b>\$2,661,083</b>	<b>\$2,931,544</b>	<b>\$2,941,564</b>
Full-time Equivalent Total*	7.00	9.50	9.50	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.

# Immigrant and Refugee Affairs

## 2017 Adopted Budget - Expenditure by Category



### Budget Overview

Since coming into office the Mayor has made it a priority to better integrate immigrants and refugees into the social and economic fabric of Seattle. In 2014, the Mayor's first year in office, OIRA began with a budget of less than \$360,000 to serve a city where almost one in five residents are immigrants or refugees. The Mayor has increased OIRA's budget every year and the 2017 Adopted and 2018 Endorsed Budget will further increase OIRA's budget to nearly \$3 million - a more than seven-fold difference since 2014. The adopted budget adds resources for increased translation and interpretation services, allows staff to implement expanded efforts to help naturalize immigrants, and provides funding for improving City outreach and engagement efforts to the East African community.

The adopted budget also builds off OIRA's successful work in enacting the City's Ready to Work program. In 2015, the City developed Ready to Work to better support residents with limited English proficiency gain the skills needed to earn a living wage in a stable job, including computer literacy, functional English, and applying for work and performing on the job. The City partnered with Seattle Colleges and community-based organizations to integrate services to provide easier access to potential students. The program's approach is based in communities and neighborhoods with job readiness classes taught by Seattle College ESL instructors at community-based organizations. ESL instructors work with staff from these organizations to provide personalized instruction, including bilingual classroom support. The budget provides resources for additional classroom support for Ready to Work students to better serve a diverse array of English-language learners.

The adopted budget also reduces consultant contracts without affecting the ability of OIRA to carry out services to its constituents.

# Immigrant and Refugee Affairs

## City Council Changes to the Proposed Budget

The Council added funding to expand two programs: Ready to Work and the New Citizenship Program. Ready to Work, currently serving the residents of South Seattle, will expand to also provide services in the Lake City neighborhood. In 2016, the New Citizenship Program performed a public awareness campaign on the benefits of naturalization for permanent residents and hosted two free citizenship workshops that proved highly popular. The increase in funding will allow OIRA to increase the frequency and scope of its campaign to help Seattle's permanent residents become U.S. citizens.

## Incremental Budget Changes

### Immigrant and Refugee Affairs

	2017		2018	
	Budget	FTE	Budget	FTE
<b>Total 2016 Adopted Budget</b>	<b>\$ 2,661,083</b>	<b>9.50</b>	<b>\$ 2,661,083</b>	<b>9.50</b>
<b>Baseline Changes</b>				
Adjustment for One-Time Adds or Reductions	-\$ 35,000	0.00	-\$ 35,000	0.00
Citywide Adjustments for Standard Cost Changes	\$ 76,774	0.00	\$ 113,023	0.00
<b>Proposed Changes</b>				
Language Access	\$ 15,000	0.00	\$ 15,000	0.00
East African Community Action	\$ 25,000	0.00	\$ 0	0.00
Ready to Work Bilingual Classroom Assistants	\$ 25,200	0.00	\$ 25,200	0.00
Reduce Consultant Contracts	-\$ 93,088	0.00	-\$ 94,498	0.00
<b>Proposed Technical Changes</b>				
New Citizenship Program Job Reclassification	\$ 6,575	0.00	\$ 6,756	0.00
<b>Council Changes</b>				
Citizenship Workshop and Clinic Expansion	\$ 150,000	0.00	\$ 150,000	0.00
Ready to Work Expansion	\$ 100,000	0.00	\$ 100,000	0.00
<b>Total Incremental Changes</b>	<b>\$ 270,461</b>	<b>0.00</b>	<b>\$ 280,481</b>	<b>0.00</b>
<b>2017 Adopted/2018 Endorsed Budget</b>	<b>\$ 2,931,544</b>	<b>9.50</b>	<b>\$ 2,941,564</b>	<b>9.50</b>

# Immigrant and Refugee Affairs

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Adjustment for One-Time Adds or Reductions - (\$35,000)**

This item includes budget reductions for one-time additions in the 2016 Adopted Budget: a Welcome Back Center feasibility study.

#### **Citywide Adjustments for Standard Cost Changes - \$76,774**

Citywide technical adjustments made in the initial planning phase reflect changes in the internal services costs (excluding Seattle IT), health care, retirement contribution rate, and updates to unemployment and industrial insurance charges. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Changes

#### **Language Access - \$15,000**

This adjustment doubles the funding for language access to meet increased demand by City departments for translation and interpretation services. Language access allows the City of Seattle to better serve its residents with limited English skills by providing needed information and services in various languages.

#### **East African Community Action - \$25,000**

In 2016, the City and OIRA commissioned a report, "Voices of Seattle's East African Communities," in part, to inform and guide the City and OIRA in improving outreach and services to these communities. The Mayor welcomed the report and asked City departments to provide a list of action items to improve how the City tends to the needs of residents of East African background. This item provides one-time funding to hire a consultant to evaluate the outreach and engagement efforts of City departments and then provide support to departments to implement their plans.

#### **Ready to Work Bilingual Classroom Assistants - \$25,200**

This adjustment provides OIRA with ongoing additional funding to distribute to local community-based organizations taking part in the City's Ready to Work program. Two bilingual classroom assistants will be added to help immigrant and refugee students follow along in class to learn English and gain employment. Increased capacity is needed to address the needs of students of various ethnic and language backgrounds.

#### **Reduce Consultant Contracts - (\$93,088)**

This item reduces consultant contracts without impairing the ability of the office to carry out its programs or decreasing the level of service to residents.

# Immigrant and Refugee Affairs

## Proposed Technical Changes

### **New Citizenship Program Job Reclassification - \$6,575**

This adjustment changes the classification of a Grants and Contracts Specialist in the New Citizenship Program to a Strategic Advisor 1. This will allow staff to help implement an expanded strategy aiming to increase the numbers of legal permanent residents in Seattle-King County who become U.S. citizens.

## Council Changes

### **Citizenship Workshop and Clinic Expansion - \$150,000**

This funding will support the expansion of citizenship workshops, monthly citizenship clinics and work-site programs offered in partnership with employers. The workshops include a team of volunteer immigration attorneys, paralegals and interpreters to help people apply for naturalization. These services are free for all eligible, low-income lawful permanent residents in Seattle.

### **Ready to Work Expansion - \$100,000**

This funding will expand the Ready to Work program to the Lake City neighborhood. Currently, the department partners with a community-based organization to provide this program in Southeast Seattle. The program consists of English as a Second Language classes, computer literacy instruction and case management to help immigrants and refugees gain the skills needed for gainful employment.

## City Council Provisos

*There are no Council provisos.*

## Expenditure Overview

<b>Appropriations</b>	<b>Summit Code</b>	<b>2015 Actual</b>	<b>2016 Adopted</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>
<b>CDBG - Office of Immigrant and Refugee Affairs Budget Control Level</b>	<b>6XN10</b>	<b>192,301</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>
<b>Office of Immigrant and Refugee Affairs Budget Control Level</b>	<b>X1N00</b>	<b>1,033,630</b>	<b>2,261,083</b>	<b>2,531,544</b>	<b>2,541,564</b>
<b>Department Total</b>		<b>1,225,931</b>	<b>2,661,083</b>	<b>2,931,544</b>	<b>2,941,564</b>
<b>Department Full-time Equivalent Total*</b>		<b>7.00</b>	<b>9.50</b>	<b>9.50</b>	<b>9.50</b>

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## Immigrant and Refugee Affairs

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

#### **CDBG - Office of Immigrant and Refugee Affairs Budget Control Level**

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.

	2015	2016	2017	2018
<b>Program Expenditures</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Endorsed</b>
CDBG - Office of Immigrant and Refugee Affairs	192,301	400,000	400,000	400,000
<b>Total</b>	<b>192,301</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>

#### **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.

	2015	2016	2017	2018
<b>Program Expenditures</b>	<b>Actual</b>	<b>Adopted</b>	<b>Adopted</b>	<b>Endorsed</b>
Office of Immigrant and Refugee Affairs	1,033,630	2,261,083	2,531,544	2,541,564
<b>Total</b>	<b>1,033,630</b>	<b>2,261,083</b>	<b>2,531,544</b>	<b>2,541,564</b>
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